

Certified Local Government Program -- 2022-2023 Annual Report

(Reporting period is from October 1, 2022, through September 30, 2023)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to info.calshpo@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

County of Ventura

Report Prepared by: Dillan Murray, Associate Planner

Date of commission/board review: February 12, 2024

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. Are you considering amending or revising your certified ordinance this year? NO

REMINDER: Pursuant to the *CLG Agreement*, the Office of Historic Preservation (OHP) must have the opportunity to review and comment on ordinance changes prior to adoption. Please communicate directly with the OHP Local Government Unit staff to coordinate the review. Changes that do not meet the CLG requirements could affect certification status.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.

https://vcrma.org/docs/images/pdf/planning/programs/chb/Ordinance_4604.pdf

County of Ventura
February 12, 2024
Cultural Heritage Board Meeting
Item 6a
Exhibit 1 – CLG Annual Report for
2022-2023

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B. New Local Landmark Designations (Comprehensive list of properties/districts designated during the reporting.

1. During the reporting period, October 1, 2022 – September 30, 2023, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
Ventura County Landmark #183: Edgington Oxnard Oil Derrick, 3450 East 5th St., Oxnard, CA 93033	October 10, 2022	N/A	October 12, 2022
Ventura County Point of Interest #12: Former Edgington Oxnard Refinery, 3450 East 5th St., Oxnard, CA 93033	October 10, 2022	N/A	October 12, 2022

Reminder: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

Property Name/Address	Date Removed	Reason
N/A	Click or tap here to enter text.	Click or tap here to enter text.

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan?
 - Yes, in a separate historic preservation element.
 - No
 - Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element.

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https://docs.vcrma.org/images/pdf/planning/plans/Final_2040_General_Plan_docs/VCGPU_06_COS_Element_2020_09_15_web.pdf

D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

All projects subject to design review go the commission.

Some projects are reviewed at the staff level without commission review.

What is the threshold between staff-only review and full-commission review?

The Ventura County Cultural Heritage Board (CHB) has adopted resolutions for the unincorporated Ventura County area and for the contract cities which the CHB serves which delegate authority to CHB staff to review and approve or exempt minor projects. All other projects require CHB review. Additionally, staff has the ability to forward projects to the CHB for review at staff's discretion. The administrative approval resolutions can be found at the following links:

https://docs.vcrma.org/images/pdf/planning/programs/chb/Resolution_2017-2.1.pdf

https://vcrma.org/docs/images/pdf/planning/programs/chb/CHB_Resolution_No._2022-19_Cities_Admin_Approvals.pdf

2. California Environmental Quality Act (CEQA)

- Explain the historic preservation staff and commission role in *providing input* to CEQA documents prepared for or by the local government.

For projects located within Ventura County and forwarded to CHB staff, CHB staff reviews the CEQA document for completeness and accuracy in identifying all known and potential historical resources and whether adequate mitigation measures have been included.

- Explain the staff and commission role in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government.

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Pursuant to the County's Initial Study Assessment Guidelines (ISAGs) projects requiring CEQA review on sites located within unincorporated Ventura County are distributed to CHB staff. CHB staff reviews the subject property for the presence of historical resources and identifies whether historic documentation is required to be prepared for the property by a professional meeting the Secretary of the Interior's Professional Qualification Standards. For projects affecting buildings or structures 50 years of age or older, applicants must provide a Department of Parks and Recreation (DPR) 523 Form prepared by a qualified professional. If the project has the potential to impact a historical resource, CHB staff prepares a staff report, may request additional information from the applicant, and forwards the information to the CHB for review and consideration. The CHB is responsible for determining the level of impact the proposed project will have on eligible historic resources. The CEQA determination and any identified mitigation measures are subsequently provided as a recommendation.

3. Section 106 of the National Historic Preservation Act

- Explain the staff and commission role in *providing input* to Section 106 documents prepared for, or by, the local government.

When they are submitted to County staff, CHB staff reviews the Section 106 documents and provides comment, including assistance in identifying designated or potentially eligible historic resources.

- Explain the staff and commission role in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government?

CHB staff reviews and provides feedback on Section 106 documents. For an undertaking at a designated or potentially eligible cultural heritage site, CHB staff reviews the project, prepares a staff report, and forwards the information to the CHB for review and consideration. The CHB may comment on the proposed project and identify any recommended mitigation measures to be forwarded to the relevant agency.

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Tyson Cline	Architecture	January 2021	January 2025	cline@ntarchitects.com

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W. John Kulwiec	Architecture	February 2007	January 2025	john@kulwiecgroup.com
Dr. Herbert Gooch	Education	February 2023	January 2027	gooch@callutheran.edu
Mike Winters	Education	January 2023	January 2027	mdwinters@roadrunner.com
Gary Blum	Consultant	January 1995	January 2025	garyaths@aol.com
Miguel Fernandez	Architecture	April 2006	August 2024	archtmig@adelphia.net
Anthony Angelini	Government	May 2023	May 2027	anthony@anthonyangelini.com
<i>Stephen Schafer</i>	<i>Photography</i>	<i>November 2008</i>	<i>May 2023 (term ended)</i>	schaf@west.net
<i>Lawrence Yee</i>	<i>Higher Education</i>	<i>September 2022</i>	<i>January 2023 (term ended)</i>	lkyee@ucdavis.edu
<i>Linda Plaks</i>	<i>Civic leader</i>	<i>October 2019</i>	<i>January 2023 (term ended)</i>	vlyinvest@roadrunner.com

Attach resumes and Statement of Professional Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications have not been met and how professional expertise is otherwise being provided. *N/A*
2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled? *N/A*

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No
2. If not, please provide the Commission staff member's contact information.
3. If the position(s) is not currently filled, why is there a vacancy?

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Attach resumes and Statement of Professional Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Tricia Maier, Planning Programs Manager	Urban Planning	Ventura County Planning Division	Tricia.Maier@ventura.org
Dillan Murray, Associate Planner	City & Regional Planning, Environmental Planning	Ventura County Planning Division	Dillan.Murray@ventura.org
John Kessler, Associate Planner	Urban Planning	Ventura County Planning Division	John.Kessler@ventura.org

C. Attendance Record

Please complete the commission meeting attendance chart for each commissioner and staff member. Commissions are required to meet a minimum of four times a year. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct 10	Nov 14	Jan 23	Feb 13	May 8	Jun 12	Aug 28
Tyson Cline	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
W. John Kulwiec	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Herbert Gooch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mike Winters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gary Blum	<input checked="" type="checkbox"/>						
Miguel Fernandez	<input checked="" type="checkbox"/>						
Anthony Angelini	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<i>Stephen Schafer</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<i>Lawrence Yee</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Linda Plaks</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Commissioner/Staff	Oct 10	Nov 14	Jan 23	Feb 13	May 8	Jun 12	Aug 28
Tricia Maier, Planning Programs Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
Dillan Murray, Associate Planner	<input checked="" type="checkbox"/>						

D. Training Received

Please indicate the specific training each commissioner received last year.

Reminder: It is a CLG requirement that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
W. John Kulwicz	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
Dr. Herbert Gooch	Secretary of the Interior's Standards Seminar: A Primer to the Standards as they Apply to Buildings and Landscapes webinar	2 hours	California Preservation Foundation	7/27/23
Mike Winters	Engaging the Next Generation of Preservationists webinar	1 hour	California Preservation Foundation	9/14/23
Mike Winters	Historic Sites and Revitalization, a Toolkit webinar	1 hour	California Preservation Foundation	9/14/23
Gary Blum	Googie World Expo, Valley Relics Museum, Van Nuys, CA, information session	1 day	Valley Relics Museum, Van Nuys, CA	11/13/22
Gary Blum	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23

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Miguel Fernandez	Googie World Expo, Valley Relics Museum, Van Nuys, CA, information session	1 day	Valley Relics Museum, Van Nuys, CA	11/13/22
Miguel Fernandez	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
Miguel Fernandez	Accessibility 2019: Accessibility and Historic Buildings – San Francisco War Memorial Veterans Building webinar	1.5 hours	American Institute of Architects	4/27/23
Anthony Angelini	Historic Sites and Revitalization - Part 2: Financial Incentives webinar	1 hour	California Preservation Foundation	9/11/23
Anthony Angelini	Understanding the Federal Historic Tax Credit webinar	1 hour	California Preservation Foundation	9/11/23
Anthony Angelini	Engaging the Next Generation of Preservationists webinar	1 hour	California Preservation Foundation	9/11/23
Anthony Angelini	Buildings on Film: Bridging Art and Architecture webinar	1 hour	California Preservation Foundation	9/11/23
Anthony Angelini	"Take me on a Trip": The Architectural Styles & History Behind Disney's Attractions webinar	1 hour	California Preservation Foundation	9/11/23
<i>Stephen Schafer</i>	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
<i>Stephen Schafer</i>	Survey & Documentation: Pixels, Clouds, Points, and Beyond webinar	3 hours	California Preservation Foundation	1/29/23
<i>Stephen Schafer</i>	California State Housing Laws and Preservation Planning webinar	3 hours	California Preservation Foundation	2/16/23
<i>Stephen Schafer</i>	California Preservation Foundation annual conference sessions (various), in-person field visits and sessions	3 days	California Preservation Foundation	4/19/23-4/21/23

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Lawrence Yee	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
Tricia Maier	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
Tricia Maier	California Preservation Foundation digital annual conference sessions (various), webinars	2 days	California Preservation Foundation	4/26/23-4/27/23
Tricia Maier	Secretary of the Interior's Standards Seminar: A Primer to the Standards as they Apply to Buildings and Landscapes webinar	2 hours	California Preservation Foundation	7/27/23
Tricia Maier	American Planning Association California 2023 Conference: Planning at the Crossroads sessions	2 days	American Planning Association	9/18/23-9/19/23
Dillan Murray	Brown Act training webinar	1 hour	California Preservation Foundation	1/23/23
Dillan Murray	Two Cities, Two Approaches to Critical Issues (Housing/Climate Change/Seismic) webinar	1 hour	California Preservation Foundation	October 2022
Dillan Murray	Hotel California: Stunning Hotels Reimagined webinar	1 hour	California Preservation Foundation	October 2022
Dillan Murray	2022 CEQA Essentials Workshop	7.5 hours	Association of Environmental Professionals	11/8/22
Dillan Murray	Framework: The Brown Act and the SOI Standards webinar	2 hours	California Preservation Foundation	12/1/22
Dillan Murray	Finances: Mills Act, Tax Credits, and the California Historical Building Code webinar	1.5 hours	California Preservation Foundation	12/1/22

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Dillan Murray	Function: Historic Integrity and its Evolving Nature; Resource Surveys, Context Statements; Forming a CLG webinar	3.75 hours	California Preservation Foundation	12/7/22
Dillan Murray	Design Review with Limited Resources: Working Without Professional Preservation Staff webinar	1.5 hours	National Alliance of Preservation Commissions	2/2/23
Dillan Murray	California State Housing Laws and Preservation Planning webinar	3 hours	California Preservation Foundation	2/16/23
Dillan Murray	California Public Records Act training	3 hours	County of Ventura County Counsel's Office	3/7/23
Dillan Murray	California Preservation Foundation conference sessions (various), in-person field visits and sessions	3 days	California Preservation Foundation	4/19/23-4/21/23
Dillan Murray	CPF Conference Session: New Housing Density Laws & Preservation Role webinar	1 hour	California Preservation Foundation	4/26/23
Dillan Murray	CPF Conference Session: Urban Renewal Concepts, Community Character Protection, and CEQA webinar	1 hour	California Preservation Foundation	4/26/23
Dillan Murray	Secretary of the Interior's Standards Seminar: A Primer to the Standards as they Apply to Buildings and Landscapes webinar	2 hours	California Preservation Foundation	7/27/23
Dillan Murray	American Planning Association California 2023 Conference: Planning at the Crossroads (various webinars)	2 days	American Planning Association	9/18/23-9/19/23

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III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by the OHP)

Reminder: California CLG procedures require CLGs to submit survey results, including historic contexts, to the OHP. If you have not done so, submit an electronic copy or link if available online with this report.

Context Name	Description	How it is Being Used	Date Submitted to the OHP
N/A	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

B. New Surveys or Survey Updates (excluding those funded by the OHP)

Note: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to the OHP
N/A	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

Explain how you are using the survey data: N/A

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

Has your CLG undertaken any public outreach, training, or publications programs this year? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to the OHP.

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The following public outreach and training was undertaken during the reporting period:

A new speaker series was initiated in August 2023 with the intent to foster an awareness and appreciation of Ventura County's rich history and variety of cultural resources among both residents and visitors. The planned speaker series will especially encourage dialogue and question and answer sessions (Q&A) with each speaker to facilitate public education surrounding these topics. Speakers are invited to present at regularly scheduled Cultural Heritage Board meetings with advertising to the general public conducted in advance. The presentations are then recorded and posted on the County's website. CHB staff intends to continue the speaker series into the next fiscal year. In addition, periodic tours of historic properties by the CHB were open to the public, including properties under consideration for designation and as part of project reviews. Cultural heritage and preservation information and resources are made available to the public on the Ventura County Planning Division website and in printed brochures available at the Government Center Hall of Administration Planning Division counter. The CHB website can be found at the following link: <https://vcrma.org/en/cultural-heritage-board>. New resources are indicated accordingly.

During the reporting period, CHB staff launched a new interactive County landmarks and points of interest map with resource-specific webpages containing text and photos of each resource. This effort is ongoing into the next reporting period.

Item or Event	Description	Date
Ventura County Government Center Administration Building Main Lobby Display and Third Floor Display	"May is Preservation Month" Banner and Display	05/1/23 through 05/30/23
Ventura County Fair Cultural Heritage Board Display Booth	The CHB and CHB staff developed new informational display boards and installed them at a booth at the Ventura County Fair. A summer intern with the Ventura County Planning Division developed new flyers and handouts with information on the CHB and historical resources. The CHB was honored with a third-place award.	08/02/23 – 08/13/23
Historic Oxnard Japanese Cemetery Guest Speaker Session	Members of the community were invited to attend a presentation from Lily Anne Welty Tamai, Ph.D., regarding the history of Oxnard's Japanese Cemetery (Ventura County Landmark No. 18). Dr. Lily Anne Welty Tamai is an Assistant Professor of Public History with Specialization in Historically Underrepresented Communities in the U.S. at CSU Sacramento and is currently the	08/14/23

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Item or Event	Description	Date
	co-president of the Ventura County chapter of the Japanese American Citizens League.	

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2022 – September 30, 2023) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. This includes the National Register, California Register, California Historical Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Ventura County Cultural Heritage Program	2

A. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? Yes No

2. If yes, how many properties have been added to your register or designated from October 1, 2022, to September 30, 2023? 2

C. Local Property Tax Incentive Program

1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a Mills Act program? Yes No

2. If yes, how many properties entered into a contract from October 1, 2022, to September 30, 2023? 2

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Name of Program	Number of Properties Added During 2022-2023	Total Number of Properties Benefiting From Program
Ventura County/City of Oxnard Cultural Heritage Board Mills Act Program	2	18 total consisting of 8 in the unincorporated Ventura County and 10 in the City of Oxnard.

D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No

2. If yes, how many properties have been assisted under the program(s) from October 1, 2022, to September 30, 2023?
N/A

Name of Program	Number of Properties that have Benefited
N/A	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2022 – September 30, 2023) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? Yes No

2. If yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) from October 1, 2022, to September 30, 2023?

During the reporting period, a total of approximately 27 ministerial reviews and five discretionary screening reviews were completed by CHB staff and nine project reviews were provided by the CHB. Staff reviews are conducted pursuant to CHB Resolution 2017-2.1 and CHB Resolution No. 2022-19.

F. Local Property Acquisition Program

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1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2022, to September 30, 2023? N/A

Name of Program	Number of Properties that have Benefited
N/A	Type here.

IN ADDITION TO THE MINIMUM CLG REQUIREMENT THE OHP IS INTERESTED IN YOUR TRAINING NEEDS

- Whether or not you were able to participate in any of the free CAMP trainings in 2021, would you like to see the OHP fund CAMPs from the NAPC in the future? YES
- What are your top three topics for future training provided by the OHP?

The application of the Secretary of the Interior’s Standards, historic preservation grants, and parliamentary procedures, among other topics.

XII Attachments (electronic)

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Drafts of proposed changes to the ordinance
- Drafts of proposed changes to the General Plan
- Public outreach publications

Email to: info.calshpo@parks.ca.gov

Attachment A – Resumes and Qualifications

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name John Kulwicz Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: February 2007 Date Term Expires: January 2025

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

- Professional degree in Architecture and
- At least two years full-time professional experience in architecture (attach explanation)

Alternative B



State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



W. JOHN KULWIEC, Emeritus, AIA, NCARB, ICC
Architect - Expert Witness - Forensic Architecture

KULWIEC GROUP/ARCHITECTS

532 Glade Drive, Santa Paula, California 93060

T 805-443-0508 or John@KulwiecGroup.com

www.KulwiecGroup.com

**Education,
Licenses &
Certification**

- Bachelor of Architecture (BArch) -Illinois Institute of Technology, Chicago.
Major: Architecture, Minor: City Planning
- Wide Range of Continuing Education through AIA, CSI, Expert Associations, Industry Associations including: Mold Contamination in Buildings, California Law for Design Professionals, Shifting Trends in Accessibility (ADA) Mediation – The Art of Facilitating Settlement, Pepperdine University School of Law (4-day seminar) & NCARB, Energy Conscious Architecture, Roofing Systems Institute / BURSI.
- Current Registration; California (C3978) 1963 & Arizona,
- Former Registration; New Jersey, Tennessee, Florida, Colorado, Michigan, Nevada, & Washington & North Dakota.
- Certified Architect, National Council of Architectural Registration Boards (NCARB)

**Professional
Affiliations**

AIA American Institute of Architects, Member
AIAVC American Institute of Architects, Ventura County Member, Past President
AAMA American Architectural Manufacturers Association, former Professional Member
CSI Construction Specification Institute, Professional Member
ICC International Code Council, Professional Member

**Professional
Experience**

35+ years in Architectural Practice in the areas of Commercial, Industrial, Medical, Educational, Residential, Public, Governmental, Religious & Retail projects throughout the US and abroad; Construction Cost of Projects up to \$20,000,000; Full Range of Architectural and Commercial Interior Design Services; Formerly Licensed Contractor; Served in US Air Force Civil Engineering Department

**Expert
Witness &
Forensic
Architecture
Expertise**

- Standard of Care
- Post Construction Building Autopsy, Destructive Testing
- Scope of Work Definition
- Scheduling Analysis, Contractor & Architect
- Change Order Disputes
- Drawings and Documents Analysis
- Communication Analysis between Client, Architect & Contractor
- Waterproofing Issues
- Mold Issues
- Roofing Issues
- Code Compliance: ADA, Title 24, ICC, Local, OSHPD
- Construction Defects & Negligence
- Case Documents Organization & Catalog
- Multi Media Exhibit Preparation

**Litigation
Experience**

Mediation, Arbitration, Superior and Federal Court, Plaintiff and Defense for Architects, Owners, Contractors.

Visit www.KulwiecGroup.com for
Full CV and Architectural Services Information

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Tyson Cline Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: January 2021 Date Term Expires: January 2025

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

Professional degree in Architecture
and

At least two years full-time professional experience in
architecture (attach explanation)

Alternative B



State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



Tyson Cline, AIA

Principal Designer



Tyson Cline has more than 27 years of experience in architecture, urban planning, graphic design and fabrication. He received his bachelor's degree in architecture from the New School of Architecture. Tyson has broad project type experience in both architectural design and City wide urban Design planning as well as served as project manager for several national parks, government, K-12 and higher education building designs. Tyson has worked as a public artist for various cities including Oxnard, Ventura and Santa Monica. He has been the director of the Ventura office of RNT Architects since 2005. Tyson has a passion for exploring creative and contextually appropriate design solutions while engaging sustainable and energy efficient strategies that work together to create a true sense of place. He was a founding board member of the Green Building Council of Ventura County and worked as a liaison during its transition to the C-4 USGBC. He is a past board member of the Ventura Society and Chair of the Public Commission for the City of Ventura. Tyson sat on the City of Ventura's Historic Preservation and Design Review Committee.

Professional Registration

Licensed Architect, CA
No. C-34436

Education

Bachelor of Architecture,
NewSchool Architecture and Design

Years of Industry Experience

27 years

Years with RNT

14 years

Project Experience

- Montecito Union SD, On-call Architects | Santa Barbara, CA
 - Facilities Master Plan (CHPS)
 - Revised Bond Scope
 - Play Area Design
 - Administration Building Remodel Design
 - Adobe Remodel District Office
 - Secured Perimeter Assessment
 - Food Service Design
 - Various Projects
- Rio School District, On Call Architects | Oxnard, CA
 - Rio Vista Middle School, Four New Classrooms
 - Rio Real Elementary School, Kitchen Remodel
- Shea Homes (Rio School District), RiverPark West Elementary School Master Plan | Oxnard, CA
- Ojai Unified School District On-call Architecture Services | Ojai, CA
 - Matilija Junior High School New Dining Hall and Kitchen
 - Nordhoff High School Library
 - Nordhoff High School Kitchen Remodel
 - Topa Topa Elementary School Kitchen Remodel
 - Mira Monte Kitchen Remodel
 - Various Maintenance and Modernization Projects I
- Pleasant Valley Unified School District, On-call architectural Services | Pleasant Valley, CA
 - Gym metal panel ceiling installation
 - Administrative Office Remodel (restroom improvements)
 - Kitchen serving line addition (2 locations)
 - Library/Media Center Remodel
- Santa Barbara School Districts | Santa Barbara, CA
 - Cleveland Elementary School Modernization

- Roosevelt Elementary School Modernization
- Franklin Elementary School Modernization
- Ventura Unified School District On-call Architects | Ventura, CA
 - Mound Elementary School, Two Prefabricated Classrooms
 - El Camino High School, Shade Structures
 - Elmhurst Elementary, Shade Structure
 - Poinsettia Elementary, Shade Structure
 - Loma Vista Elementary, Shade Structure
- Air National Guard, Channel Islands, Multipurpose Instructional Facility (Designed for LEED Silver Certification) | Port Hueneme, CA
- Metropolitan Water District of Southern California, Colorado River Aqueduct Employee Village Enhancements Plan | Various Locations, CA
- United Water Conservation District, Office Remodel | Oxnard, CA
- County of Santa Barbara, Probation Department New Office Building | Santa Barbara, CA
- City of Oxnard, Senior Community Center Concept Study | Oxnard, CA
- City of Agoura Hills, Recreation, Administration and Event Center | Agoura Hills, CA
- City of Goleta, Goleta Valley Community/Civic Center Feasibility Study | Goleta, CA
- City of Oxnard, Civic Center Development Services Center and Fire Administration, LEED Silver Design | Oxnard, CA
- City of Oxnard, South Oxnard Branch Library | Oxnard, CA
- City of Moreno Valley, Moreno Valley Public Safety Building Master Plan, LEED Silver Design | Moreno Valley, CA
- City of Oxnard Water: Facilities Master Plan — South Yard Administration Building — Blending Station #1 Chloramination Building | Oxnard, CA*
- City of San Buenaventura, Housing Authority Office Remodel | Ventura, CA
- City of San Diego, La Jolla Shores and Cove Lifeguard Stations | San Diego, CA
- City of Santa Monica, Seven Beach Restrooms Replacement and Public Art Project | Santa Monica, CA
- City of Ventura, Westpark Master Plan | Ventura, CA
- City of Ventura and South Coast Area Governments, Compass Blueprint 101 Freeway Capping Project | Ventura, CA
- Ventura County Fire District, River Park Joint-Use Fire Station #51 | Oxnard, CA
- Ventura County Fire District, Yosemite Fire Station #43 | Simi Valley, CA
- Ventura County Fire District, Fillmore Fire Station #27 | Fillmore, CA
- Ventura County Fire District, Newbury Park Fire Station #35 | Newbury Park, CA
- Day Road Master Plan, Ventura, CA*
- San Buenaventura Foundation for the Arts Masterplan | Ventura, CA*
- North Fillmore Master Plan | Fillmore, CA*
- Montecito Street Urban Design Code | Sierra Madre, CA*
- National Park Services, ID-IQ Contract
 - Anacapa Island Dock Building Replacement, Channel Islands National Park | Anacapa Island, CA
 - Anacapa Island Stair Replacement, Channel Islands National Park | Anacapa Island, CA
 - Callville Bay, Visitor Contact Station, Lake Mead National Recreation Area, LEED Silver and Net Zero Design | Lake Mead, NV

- Death Valley Cow Creek Museum Storage Facility Addition | Death Valley, CA
- Joshua Tree National Park Oasis of Mara Visitor Center, LEED Platinum and Net Zero Design | Twentynine Palms, CA
- Diamond X Ranch Intern Center, Santa Monica Mountains National Recreation Area, LEED Gold Design and Net Zero Certified | Calabasas, CA
- City of San Diego DPR, La Jolla Shores Lifeguard Station | San Diego, CA
- Mountains Restoration Trust, Nature Education Facility at Headwaters Corner, LEED Gold and Net Zero Design | Calabasas, CA
- USDA Forest Service, Monterey Ranger Station, LEED Gold Design Competition | King City, CA
- USDA Forest Service, Chuchupate Ranger Station, LEED Gold Design Competition | Mount Pinos, CA
- Temple Beth Torah, Tenant Improvement | Ventura, CA
- Ventura Botanical Gardens, Interim Facility | Ventura, CA
- City of San Buenaventura Housing Authority, Westview Village Housing Project, 320 Units | Ventura, CA
- Ventura Veterans Housing | Ventura, CA
- USA Department of Air Force, Beale AFB Repair Recce Club | Beale AFB, California
- Channel Islands Building and Development Partners, Inc., Palm and Poli Infill Housing | Ventura, CA
- 4th and B Downtown Oxnard Mixed-Use Project | Oxnard, CA
- Swift Property Mixed Use Development Study | Oxnard, CA
- Swift Properties Commercial / Housing | Oxnard, CA
- North Plaza Infill Housing | Oxnard, CA
- Infill Housing, 117 North Ventura Avenue | Ventura, CA
- Patagonia: New Corporate Headquarters and Campus Expansion | Ventura, CA
- UC Santa Barbara | Santa Barbara, CA
 - Materials Research Laboratory Three-Story Addition and Infill
 - Art Surge Building Modernization
- UCSB, Laboratory Tenant Improvements | Santa Barbara, CA:
 - Jacobs Laboratory; Psychology, Building #551
 - Rudnick Laboratory; Preston Cloud Laboratory, Building #575
 - Seawater Laboratory; Bio II, Building #571
 - Nidzieko UAV Shop; Ellison Hall, Building 563
 - Fly Neuroscience; Bio II, Building #571
- Ventura College, East Campus Phase 1 | Santa Paula, CA
- Leucadia Wastewater District Headquarters | Carlsbad, CA
- Confidential Public Utilities Client, Kearny Maintenance and Operations Site Facilities Master Plan | San Diego, CA
- Seabridge Marina Feasibility Study | Oxnard, CA
- Ondulando Pool Clubhouse Building | Ventura, CA

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Miguel Fernandez Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: April 2006 Date Term Expires: August 2024

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Alternative A

Professional degree in Architecture
and

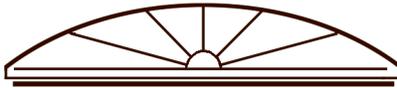
At least two years full-time professional experience in
architecture (attach explanation)



Alternative B

State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



Miguel V. Fernandez
ARCHITECT

Professional Resumé

Education

Bachelors of Architecture, Cal Poly, San Luis Obispo, 1986
Masters of Architecture, Cal Poly, San Luis Obispo, 1987

Professional Licensure

Registered Architect, California, Lic. No. C-21015, 1990

Work Experience

Employment with various local architectural firms for several summer and holiday periods during college, and for 11-1/2 years post graduation. Duties performed included Project Architect, Project Manager, fee negotiation, working drawings production, specifications, cost analysis and marketing and promotion.

Self employed as of January, 1999

Area of concentration includes commercial office; retail; food service (restaurant); communications and data tech; building rehabilitation and remodeling; facilities repurposing and reuse; historic structure rehabilitation and preservation.

Other professional pursuits

Past part time instructor, architectural program, Ventura Community College

Current Member at Large, Ventura County Cultural Heritage Board

Current Member, City of Oxnard Downtown Design Review Committee (DDRC)

Ongoing proponent for new and improved walkable, bike-able, livable environments in the city of Oxnard and elsewhere as an advocate and active member of the grass roots Oxnard Community Planning Group.

GARY E. BLUM
Consultant

427 South 'F' Street
Oxnard, CA 93030

Cell (805) 402-0016
Email: Garyaths@aol.com

SUMMARY OF QUALIFICATIONS

Site Superintendent, Heritage Square, Oxnard, California 1992 – Present
Manage infrastructure and site systems of a joint public/private historical office park in Downtown Oxnard. Develop and maintain operating and capital reserve budget of \$165,000, contract negotiation with vendors, generate monthly/annual reports. Supervise staff of three. Work with over 30 volunteers.

Owner, Heritage Square Services, Oxnard, California 1991 - Present
Commercial & residential property maintenance Service Company for office park and other residential and commercial properties in Ventura County. Supervise staff of three. Provide staff services for community festivals and special events, parades, and public fundraiser events.

Director, Heritage Square Special Events & Summer Concerts 1996 – 2011
Developed and implemented Summer Concert series and special events for unique outdoor historical venue. Included weddings, receptions, fundraisers, meetings, seminars and other public and private events for up 1000 attendees. Supervise staff and volunteers of fifteen.

General Manager, Camarillo Ranch Foundation, Camarillo, CA 2001 - 2003
Oversaw and supervised all aspects of the Camarillo Ranch House and its 4 ½ acre Historical Museum/Park facility. Included site tours, wedding/receptions and special event planning, fundraising, marketing and public relations. Also included movie film location negotiations. Reported to 15 member Board of Directors and maintained close working relationships with administrative and other personnel, the Board, City of Camarillo, outside vendors/agencies and the general public. Developed and maintained annual operating budget of \$315,000. Supervised staff of two and 150 volunteers/docents.

- Restoration/Site Consultant and Manager for \$1.6 million restoration on Camarillo Ranch House Museum. Completed 15 month construction goal in 12 months.

PROFESSIONAL AFFILIATIONS

Board Member, Ventura County/Oxnard Cultural Heritage Board, (Chairman 1998 – 2001, 2004 - present)	1995 - Present
Board Member, Oxnard Performing Arts & Convention Center, (Chairman 2011 - Present)	1998 – Present
Board Member, Casa Merced Senior Housing Development,	1997 – 2003
Board Member, Elite Theatre Company, Oxnard (President, 2000–2003, 2013-2014)	1995 – 2014
Board Member, Downtown Oxnard Merchants Association, (President 1999 - 2003)	1995 - Present
Co-Chair, Plaza Park Pagoda Restoration Project	1997 - 2001
Salsa Festival Committee member (Festival Chair 2000, 2001 & 2019)	1994 - Present
Oxnard Convention & Visitors Bureau, Board Member	2000 - 2003
Camarillo Chamber Of Commerce Tourism Committee	2002 – 2003
Board Member Oxnard Downtown Management District	2005 – 2011
Chairman, Downtown Oxnard Marketing Committee	2009 – 2017
Director, Oxnard Christmas Parade	2010 - 2019

OTHER EXPERIENCE

- 1985 Restoration carpentry and landscaping of Ventura Co. Landmark #86 ,
The Moranda House, Port Hueneme
- 1986 Supervised the preparation and move of the Justin Petit Ranch House for
Oxnard's *Heritage Square* Project, Oxnard
- 1991 Supervised a \$960,000 restoration of the Justin Petit Ranch House, including rehabilitation of the
building into a commercial office building and community theater (Ventura County Landmark #100) at
Heritage Square, Oxnard CA.
- 2000 Exterior restoration and painting of the Henry Levy House 155 So 'G' St., a Ventura Co. Landmark
- 2001 Managed \$1.3 million restoration of the Adolfo Camarillo House
- 2008 Opened a small retail/consulting succulent nursery business.
(HeritageSucculents.com)
- 2010 Conceived and implemented a \$110,000 municipal planter project for the City of Oxnard's
downtown.
- 2011 Conceived and implemented Ventura County's first ongoing Gourmet Food truck event for
downtown Oxnard merchants

EDUCATION

- California State Polytechnic University, Pomona, Landscape Architecture 1981-1982
- Ventura College, Landscape Design 1980-1982
- Ongoing training through the County of Ventura to serve on a CLG Board in the area of historic
preservation

LINDA C. PLAKS

4957 MIRA SOL DRIVE
Moorpark, CA 93021 805-529-1373
Vlyinvest@roadrunner.com

My purpose is to serve on a County Board to be able to be an active listener and a critical thinker to communicate with residents on decision making to continue to preserve and protect the Culture Heritage locations in Ventura County.

EXPERIENCE

JANUARY 1995 – PRESENT

BACKGROUND INVESTIGATOR, VALLEY INVESTIGATIONS,

Prepare and report backgrounds of individuals for job effecting the United States Government and the State of California Conducting in person and computerized information on subjects.

EDUCATION

SEPTEMBER 1995 AND OCTOBER 1997

BACKGROUND INVESTIGATIONS, EVERGREEN VALLEY COLLEGE

COURSE OF TRAINING FOR THE POST CERTIFICATE

Area Housing Authority County of Ventura Background
Ventura Police Department Civilian Background investigator
Ventura Co Citizens Sheriff Academy
Moorpark College Criminal justice 1998
Simi Valley High School

SKILLS

Strong communication skills in listening and have the ability and training to obtain information in interpersonal Communication as well.

ACTIVITIES 1990 TO CURRENT

PRESIDENT OF MOORPARK CHAMBER OF COMMERCE
PRESIDENT OF MOORPARK ROTARY 1996-97
PRESIDENT MOORPARK HISTORICAL SOCIETY 2014
CITIZEN OF THE YEAR MOORPARK 1998
WOMAN OF THE YEAR VENTURA COUNTY 1999
WOMAN OF THE YEAR MOORPARK 2017
WOMAN OF THE YEAR SIMI VALLEY HOSPITAL 2013

I have ALSO SERVED ON MANY COMMITTEES FOR THE DOWNTOWN PLAN AND GOVERNMENT RELATION COMMITTEES.

My passion is to give back to the community in various community projects. I have had many leadership roles and enjoy watching the progress on many events.



STEPHEN SCHÄFER

PHOTOGRAPHER

HABSPHOTO.COM · VENTURA, CALIFORNIA · 805-444-5233 · SCHAF@WEST.NET

Stephen Schafer is an architectural photographer specializing in the documentation of the built environment for inclusion in the National Register of Historic Places and the Library of Congress historic architecture collections. His architectural photographs have been featured internationally in books and publications like the National Trust's Preservation Magazine, Architect Magazine, and Traditional Building Magazine. He was chosen by Ken Bernstein to document over 300 historic places for the bestselling planning book: **Preserving Los Angeles** (Angel City Press, 2021). He has also published, edited and written books and articles on local history like the book: **The Lovelace Garden by Isabelle Greene**, Montecito, (2017) and the book: **A Place For All Time, the History of Ivy Lawn Memorial Park**, Ventura, (2014). Mr. Schafer also created and published the Historical San Buenaventura Calendar series from 2006 to 2010.

Mr. Schafer's documentation work ranges from historic bridges and skyscrapers to Spanish Colonial adobes. He has documented significant homes, urban planning, cultural landscapes, and built technology projects in twenty states and on the island of Guam. These archival records are transmitted to the Historic American Buildings Survey (HABS), the Historic American Landscapes Survey (HALS) and the Historic American Engineering Record (HAER) collections.

Schafer's client list includes some of the most prominent cultural resource departments in America and the planning departments of cities as diverse as San Francisco, Los Angeles, Santa Monica, Riverside, Alameda, San Jose, Berkeley and the Ports of Long Beach and Los Angeles, the San Diego Unified, LA Unified, and Long Beach Unified School Districts, Cornell University, UC Los Angeles, UC San Francisco, UC Santa Cruz, Pepperdine University, the San Francisco Presidio Trust, the Getty Conservation Institute, the National Trust for Historic Preservation, the Los Angeles Conservancy, Caltrans, Caltrain, LA Metro Rail, SCE, PG&E, SDG&E, EBMUD, NASA, GSA, USGS, the National Park Service, the US Bureau of Reclamation, the Naval Facilities Engineering Command, and California State Parks among others.



In 1989, after attending Brooks Institute of Photography in Santa Barbara and the University of Cape Town, South Africa, Schafer established his first photo studio in the historic Swift Packing House in downtown Ventura. In 1997, he was asked and accepted the rare opportunity to teach in the renowned University of Pittsburgh's Semester at Sea program aboard an ocean liner circumnavigating the globe. He has also taught as an adjunct professor at California State University Northridge, and Ventura College. Mr. Schafer has presented lectures on the Historic American Buildings Survey at the National Archives in Washington, D. C., and at Association of Preservation Technology International (APTI) workshops. He lectures annually on heritage documentation at USC, and regularly moderates panels for California Preservation Foundation (CPF) educational programs and conferences. Mr. Schafer has rehabilitated three 1920s homes and now lives in downtown Ventura with his wife Sherry, in an 1881 folk Victorian farmhouse that they rehabilitated in 2001.

Lawrence K. Yee

University of California Cooperative Extension Advisor Emeritus

Lawrence (Larry) previously served as Chair of Los Angeles Regional Water Quality Control Board. He was appointed by Governor Jerry Brown in 2012. In 2016, he founded the Ojai Valley Water Advisory Group.

In 2017 he was a Fulbright Specialist at the University of Caldas in Manizalás, Colombia.

From 2012 to 2019, Larry was the Co-founder and President of the National Board for The Food Commons, a project designed to develop a national network of local/regional food systems.

From 1976 to 2008, Larry had an academic career with the University of California Cooperative Extension and in 1986 he was appointed Director of the Cooperative Extension office for Ventura County. In 1993, he founded the UC Hansen Trust, a multi-million dollar University of California endowment, established to sustain and benefit agriculture in Ventura County, and, in 1997, he established and directed the UC Hansen Agricultural Research and Education Center. He retired in 2008.

In 1996, Larry worked with Mr. Dee Hock, founder and CEO Emeritus of VISA International, on the design of innovative organizational structures, which led to the formation of the Northwest Atlantic Marine Alliance, the Society for Organizational Learning, and the Association of Family Farms for which he served as national board chair from 2002-05.

In 2003-04, he was appointed by the U.S. Department of Agriculture as National Program Leader for Food Marketing Systems Innovations. Larry has also served on the California Roots of Change, the national Food Alliance, the Los Angeles Food Policy Council, and was a founding member of the Ventura County Ag Futures Alliance.

Larry received a Bachelor of Science degree in Biology from University of California, Davis, and a Master of Business Administration degree in Agribusiness from Santa Clara University. In 1992, he was a Kellogg Fellow at the Resources for the Future Institute in Washington, DC.

Larry is married to Kathleen, has two children and three grandchildren and lives in Ojai, CA.

Herbert Gooch, Ph.D. is Professor Emeritus, California Lutheran University (CLU). Resident of Newbury Park since 1987, he currently serves on the Ventura County Cultural Heritage Board since 2023. A graduate of U.C. Berkeley in History, he holds a M.B.A in Management and both masters (M.A.) and doctoral degrees (Ph.D.) in Political Science from U.C.L.A. At CLU he served as Political Science Departmental Chair, Director of the Masters in Public Administration Program, and Assistant Provost for Graduate Studies. His civic, community and charitable contributions include presidency of the Thousand Oaks Rotary and service on many boards such as the Ventura County Leadership Academy, Ventura County Campaign Ethics Finance Commission (2003-05, 2022-23), CLU Community Leadership Association, VC Economic Development Association, and World Affairs Council of the Central Coast. He has written extensively and is a frequent media commentator on political affairs locally and statewide. He and his wife Christine have two children, and they enjoy politics, film, history and travel.

Anthony Angelini

2003 Morning Glory Street
Simi Valley, CA 93065
Anthony@anthonyangelini.com
805.630.3931.

PROFESSIONAL EXPERIENCE

Simi Valley Chamber of Commerce, Simi Valley — Director of Tourism and Government Affairs

November 2023 - Present

California State Senate, Santa Clarita — Executive Aide

January 2023 - November 2023

Office of State Senator Scott Wilk (SD-21)

California State Assembly, Santa Clarita — District Director

November 2020 - January 2023

Office of State Assemblywoman Suzette Valladares (AD-38)

Public Affairs Consultant, Ventura/LA County

June 2019 - November 2020

Western American Public Affairs, Ventura/LA County — Political Director

2016 - 2018 election cycles

Angelini Entertainment, Los Angeles — President

June 2010 - August 2017

Angelini Trading Company, Los Angeles — Vice President, US Division

June 2012 - August 2017

EDUCATION

University of California, Los Angeles — Bachelor of Arts (BA)

September 2017 - June 2019

Majors: History and Middle Eastern Studies

Cornell University, Ithaca, NY — Masters in Public Administration (MPA)

September 2022 - Present

BOARDS

Ventura County Cultural Heritage Board, 2023 - present.

City of Thousand Oaks Arts and Culture Roundtable, 2020 - present.

City of Simi Valley Youth Employment Service Advisory Board, 2022 - present.

City of Simi Valley Community Development Block Grant Advisory Committee, 2023 - present.

Gold Coast Performing Arts Association Board of Directors, 2010 - present.

Many Mansions Advisory Board, 2022 - present.

Arts Council of the Conejo Valley Board of Directors, 2017 - 2021.

AWARDS

40 Under Forty in Santa Clarita, 2023, Santa Clarita Magazine

40 Under Forty in the Conejo Valley, 2022, Conejo Valley Chamber of Commerce.

Sloan Fellowship, 2021, Jewish Graduate Student Association

Youth Volunteer of the Year, 2017, Association of Fundraising Professionals.

Certified Local Government Professional Qualifications (36 CFR Part 61):
History Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Tricia Maier Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: _____ Date Term Expires: _____

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Alternative A

MA or PhD in History

or

MA/MS or PhD in CRF
Urban Planning
(specify field)

Alternative B1

BA in History

or

BA in CRF

(specify field)

and

Two years full-time experience in history (check appropriate boxes below and attach explanation and dates)
___ research
___ writing
___ teaching
___ interpretation
___ other (specify) _____

With a professional institution

(specify institution)

___ academic institution
___ historical org./agency
___ museum
___ other (specify) _____

Alternative B2

BA in History

or

BA in CRF

(specify field)

and

Substantial contribution through research and publication to body of scholarly knowledge in history (attach explanation)

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related.

DILLAN MURRAY

Education

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO – B.S. City and Regional Planning, Minor in Real Property Development (2013-2017)

JOHN CABOT UNIVERSITY – studied abroad in Rome, Italy (Fall 2015)

Work Experience

ASSOCIATE PLANNER – Ventura County Planning Division – Ventura, CA (Nov. 2022 – Present)

ASSISTANT PLANNER – Ventura County Planning Division – Ventura, CA (Jan. 2020 – Nov. 2022)

- Coordinate the Ventura County Cultural Heritage Program and Mobile Home Rent Control Program.
- Serve as staff to the Ventura County Cultural Heritage Board and Ventura County Mobile Home Park Rent Review Board.
- Ensure that the provisions and intent of the Ventura County Cultural Heritage Ordinance and Mobile Home Rent Control Ordinance are appropriately administered as intended and required.
- Help facilitate public hearings, prepare complete agenda packets, and present items to public boards and commissions.
- Maintain public records and organize extensive data files.
- Review and process ministerial cultural heritage review applications, including Administrative Certificates of Appropriateness/Review and exemptions.
- Engage in and advance the field of historic preservation as a valuable planning mechanism.
- Review and process ministerial and discretionary mobile home park rent increase applications and coordinate across multiple stakeholders (tenants, owners, and other interested parties).
- Interface with members of the public at the Planning Counter and ensure complete and thorough applications are processed while maintaining a high level of customer service.
- Serve as a resource to the public and provide information related to Cultural Heritage Program and Mobile Home Rent Control Program topics.

PROJECT PLANNER – Meridian Consultants LLC – Westlake Village, CA (Aug. 2019 – Dec. 2019)

- Assisted with the preparation of initial studies, negative declarations, environmental impact reports, and other comprehensive documentation related to the California Environmental Quality Act.
- Planned, prepared, and monitored environmental research and evaluated the potential impacts of assigned projects.
- Assisted with project management including the preparation of proposals and development and monitoring of schedules, budgets, and invoices.
- Served as a resource to other staff and project teams by identifying and providing recommendations to improve technical approaches to project activities and work scope, as well as assisted with the training and/or coaching of Staff Planners.
- Internally promoted from Staff to Project Planner due to recognized contributions to project assignments, client/agency satisfaction, and robust environmental documentation products.

STAFF PLANNER – Meridian Consultants LLC – Westlake Village, CA (Jan. 2018 – Aug. 2019)

- Assisted with the preparation of initial studies, negative declarations, environmental impact reports, and other comprehensive environmental documents involving all levels of the California Environmental Quality Act.
- Interacted with public agency and private client staff on matters related to land use planning, CEQA compliance, and land development/entitlements as defined/directed for each project.
- Provided background research for a variety of topics related to complex municipal planning projects and private land development projects.
- Independently performed field investigations, including noise monitoring and on-site field reconnaissance.

PLANNING TECHNICIAN – 4Creeks, Inc. – San Luis Obispo, CA (Sep. 2016 – Dec. 2016)

- Prepared GIS graphics, environmental regulatory applications, and Adobe Suite design documents.
- Conducted research and analysis of city and county municipal codes and required planning documents for project implementation.
- Prepared master/specific plans, conceptual designs, environmental documents, and other required planning documents for various projects. Adobe Photoshop, In-Design, and Sketchup were used to create required designs.

PLANNING INTERN – Gold Coast Transit District – Oxnard, CA (July 2016 – Sep. 2016)

- Assisted with maintaining and updating an inventory of bus stops, geo-coordinates, and amenities, using reasoning skills to identify and correct data as needed.
- Helped review transportation plans and promote the incorporation of pro-transit policies and measures.
- Helped review schedule data for passenger information panels posted at bus stops, conducted field work as needed to ensure information was correctly displayed, and conducted field assessments at bus stops.
- Collected and summarized feedback from bus operators and passengers.

INTERN – City of Ventura Public Art Program – Ventura, CA (June 2016 – Sep. 2016)

- Worked on the Public Art mapping project and helped draft ordinance language for mural approvals on private property.
- Developed a comprehensive database of public art information and collaborated closely with City GIS staff to embed the database with an interactive, online GIS-based system.

STUDENT WORKER III – Ventura County Sheriff’s Department – Ventura, CA (June 2015 – July 2015)

- Contributed to the Court Services Bureau as a data entry extraordinaire.

STUDENT WORKER II – Camarillo Police Department – Camarillo, CA (July 2014 – Sep. 2014)

- Worked with Project H.O.P.E. of the City of Camarillo to connect homeless and at-risk people with social services.

Affiliations

- **AICP CANDIDATE** – (July 2018 – Present)
- **AMERICAN PLANNING ASSOCIATION** – (March 2018 – Present)
- **ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS** – (Oct. 2018 – Present)
- **PI SIGMA ALPHA: OMICRON GAMMA** – National political science honor society (April 2017 – June 2017)
- **ASSOCIATED STUDENTS IN PLANNING** – Academic club oriented towards career development (Sep 2013 – June 2017)
- **ALPHA PHI OMEGA: ZETA OMICRON** – Coeducational national service organization (March 2015 – June 2016)
- **CAL POLY NEW STUDENT PROGRAMS** – Orientation Leader; helped transition new students to Cal Poly (Aug. 2014)

Skills

Awards

Microsoft Suite (Word, Excel, PowerPoint, Outlook)
Billing and Case Management Software
SketchUp
ArcGIS 10.3
Adobe Suite (Photoshop, Illustrator, InDesign)
Digital Photography
Outstanding Journalism (as awarded, *Ventura County Star*, 2012 & 2013)

Ventura County Planning Division - Annual Planning Award (2022)
Errett Fisher Foundation Scholarship (2016)
Michael McDougall Urban Design Award (2015)
Kiwanis-Key Club Scholarship (2013)
American Public Works Association Scholarship (2013)
Channel Islands Masonic Lodge No. 214 Scholarship (2013)
Ventura County Community Foundation Scholarship (2013)
Ventura High School Alumni Foundation Scholarship (2013)
Boys & Girls Club of Greater Ventura Emma Nysten Scholarship (2013)

JOHN DAVID KESSLER

Oxnard, CA 93030

(805) 443-3783

relssek@gmail.com

OVERVIEW

Highly dedicated and motivated City/County Planner with over 10 years of professional experience in the public sector. Objectively applies my foundational background in local City and County Planning goals, policies and procedures while managing multiple Planning entitlements from intake to implementation.

SKILLS & QUALIFICATIONS

- Quick learner, research oriented, analytical thinker
- Acute attention to detail while processing projects
- Effective communicator by being well prepared
- Superb customer service
- Valued team player, relationship builder
- Asks appropriate questions when necessary

PROFESSIONAL EMPLOYMENT HISTORY

PLANNER III – County of Ventura, Resource Management Agency, Planning Division

November 2017 – present

As a Planner III and under minimal supervision, I efficiently, responsibly and successfully simultaneously manage complex ministerial and discretionary planning entitlements, orally present projects to decision making bodies at public forums, assist the Cultural Heritage Program as lead back-up, and support Administrative staff, as needed.

ASSISTANT PLANNER – City of Oxnard, Community Development Department, Planning Division

April 2013 – November 2017

As an Assistant Planner and under general supervision, I provided accurate and professional customer service at the public counter, fully processed residential, commercial, and industrial planning entitlements and orally presented projects to decision making bodies at public forums.

PLANNING INTERN – City of Oxnard, Community Development Department, Planning Division

September 2008 – January 2010

As a Planning Intern and under general supervision, I assisted with updating the 2030 General Plan, conducted program audits, organized planning entitlement applications for document retention, assisted Planners at the public counter, and promptly responded to public information calls.

COMPUTER SOFTWARE

- ArcGIS (proficient)
- Microsoft Office (proficient)
- Accela (proficient)
- Apple/Mac. Applications (proficient)

ADDITIONAL TRAINING

- American Planning Association, California Chapter, Annual State Conference
- Discrimination Prevention
- Real Colors
- Outlook Training
- Workplace Security

EDUCATION

Bachelor of Science – Urban Studies and Planning – Emphasis in Housing, Community, and Economic Development
California State University Northridge, Los Angeles, California (2009)

VOLUNTEER WORK & COMMUNITY INVOLVEMENT

I regularly attend local neighborhood meetings, workshops, and City Council meetings to stay informed and aware of changes in my community. I also voice my opinion on topics of interest and share ideas when appropriate.

Attachment B –
Cultural Heritage Board
Minutes



Ventura County Cultural Heritage Board (CHB)

October 10, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

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

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

1. **1:20 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), Linda Plaks, Gary Blum, Stephen Schafer, Lawrence Yee (arrived late), and John Kulwiec (arrived late)

CHB Members Absent:

Tyson Cline

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 October 10, 2022 Agenda

Board Member Plaks made a motion to approve the October 10, 2022 Agenda. Board Member Schafer seconded the motion. Motion passed 4-0.

3b. Vote to approve the September 26, 2022 Meeting Minutes

3c. Vote to approve the July 25, 2022 Meeting Minutes

3d. Vote to approve the June 27, 2022 Meeting Minutes

Board Member Schafer inquired as to whether Staff has confirmed whether previously completed work could be included in a Mills Act contract rehabilitation plan. Dillan Murray, Staff, noted that Staff does not have new information, but can look into the issue further and report back.

Board Member Yee arrived to the virtual hearing at this time.

The minutes of the September 26, 2022, July 25, 2022, and June 27, 2022 meetings were approved.

4. **PUBLIC COMMENTS**

None

5. **CONTINUED ITEMS**

None

6. **NEW BUSINESS**

6a. **Location:** 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request to designate the Edgington Oxnard Oil Derrick at a property with a situs address of 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County) and Assessor's Parcel Number (APN) 218-0-011-485 as Ventura County Landmark No. 183 and discuss feasibility of listing in the National Register of Historic Places. (Case No. CH22-0025).

Disclosures: None.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the project location, background, history, request, and Staff recommendations, and played a drone video taken of the subject property. 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 Property Owner was given a 15-day notice in accordance with CHO §1366-2, that the Property Owner concurs with the designation by the CHB of the Edgington Oxnard Oil Derrick as Ventura County Landmark No. 183, and placement of said designation in County lists;
3. **FIND** that the Edgington Oxnard Oil Derrick meets County Landmark Criterion 1 as required by CHO §1367(a), and the additional standards required by CHO §1367-1 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and

4. **ADOPT** CHB Resolution No. 2022-15 (Exhibit 4) approving the designation of the Edgington Oxnard Oil Derrick, located at 3450 East 5th St., Oxnard, CA 93033, as Ventura County Landmark No. 183.

Public Comments: None.

Discussion and Deliberation:

Blain Meith, CalNRG, John Hecht, Sespe Consulting, and Shannon Davis, ASM Affiliates, were available to answer questions.

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

Board Member Schafer inquired as to whether the video played was the only drone videography produced. Dillan Murray, Staff, stated that the applicant team may have additional videography prepared. Board Member Schafer and Chair Fernandez noted their preference that videography include flythroughs of the site at eye-level view.

Board Member Schafer inquired as to whether the Edgington Oxnard Oil Derrick also met National Register Criterion C or Ventura County Landmark Criterion 3 based on its level of significance. Shannon Davis, ASM Affiliates, noted that the SurveyLA property type for oil derricks framed their decision-making when assessing the property; thus, they did not include Criterion 3. Ms. Davis stated that she would be happy to recommend the derrick for local landmark designation based on Criterion 3 in addition, if that was the direction of the CHB.

Board Member Yee requested clarification on the distinction Board Member Schafer was raising. Chair Fernandez noted that the distinction would be that the derrick is found historically significant based on more than one criterion.

Board Member Schafer identified text revisions to the draft CHB Resolution No. 2022-15 to include Landmark Criterion 3 and the CHB finding that the site meets both Landmark Criteria #1 and #3.

Board Member Schafer made a motion to adopt Staff's recommended actions with inclusion of the text revisions to CHB Resolution No. 2022-15. Board Member Yee seconded the motion. Motion passed 6-0.

- 6b. Location:** 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request to designate the Former Edgington Oxnard Refinery property with a situs address of 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County) and Assessor's Parcel Number (APN) 218-0-011-485 as Ventura County Point of Interest No. 12 and discuss interpretive options. The property owner requests to designate the oil derrick structure at the property separately as a Ventura County Landmark (refer to Case No. CH22-0025) and the remainder of the property as a Point of Interest for the former oil industry activities at this location. (Case No. CH22-0026).

Disclosures: None.

Presentation by Staff: 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 the Property Owner was given a 15-day notice in accordance with CHO §1366-2, that the Property Owner concurs with the designation by the CHB of the Former Edgington Oxnard Refinery property as Ventura County Point of Interest No. 12, and placement of said designation in County lists;
3. **FIND** that the Former Edgington Oxnard Refinery property meets County Point of Interest Criterion 2 as required by CHO §1367(c), and the additional standards required by CHO §1367-1 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and
4. **ADOPT** CHB Resolution No. 2022-16 (Exhibit 4) approving the designation of the Former Edgington Oxnard Refinery property, located at 3450 East 5th St., Oxnard, CA 93033, as Ventura County Point of Interest No. 12.

Public Comments: None.

Discussion and Deliberation:

Blain Meith, CalNRG, John Hecht, Sespe Consulting, and Shannon Davis, ASM Affiliates, were available to answer questions.

Shannon Davis, ASM Affiliates, noted that the applicant team recommends one or two interpretive signs along the main road using recycled materials from the facility such as brick. Signs would contain QR codes that link to the County's website for more information.

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

Board Member Schafer inquired as to whether pipes could be used in the interpretive display. Examples include small, shed-like structures made out of corrugated metal that cover a plaque. Disused pipes would more closely represent the former use at the site. Chair Fernandez liked the idea and echoed the use of bricks or structural materials. Chair Fernandez noted his desire to see consultant-produced design ideas. Board Member Schafer said he could provide examples of interpretive designs.

John Hecht, Sespe Consulting, inquired as to whether the Point of Interest designation would affect potential land uses at the site. Dillan Murray, Staff, noted that the Point of Interest designation would not trigger future cultural heritage review.

Shannon Davis stated that the applicant team could come up with other types of salvaged materials to be used and requested more direction on what the next steps would be. Chair Fernandez inquired as to whether an interpretive or creative design consultant is part of the team. Ms. Davis stated a graphic designer is part of the team, but that bringing on any additional 3D designer or artist would need to be discussed amongst the applicant team.

Board Member Schafer noted his recommendation that the display include something three dimensional with a two-dimensional exhibit in the foreground.

Chair Fernandez inquired as to next steps. Dillan Murray, Staff, noted that the CHB's original recommendation related to the approved Certificate of

Appropriateness for the site called for the CHB to review and provide comment on a proposed interpretive display. Once a design has been solidified, the CHB can do so at a future date.

Board Member Schafer recommended additional human-scale drone videography be prepared to show the spacial relationships between tanks and structures. Blain Meith, CalNRG, stated that he can look into having this be prepared.

Shannon Davis confirmed that the applicant team would return to the CHB with a proposed design for the interpretive signage, including a 3D element. Ms. Davis inquired as to whether content for the signage would be needed at such time. Dillan Murray, Staff, suggested the proposed design include as much information and content as possible to allow the CHB to provide feedback.

Board Member Schafer inquired as to whether an ad hoc committee could be formed to handle review of the proposed interpretive display. Dillan Murray, Staff, noted that that could be possible, and Staff could report out the results to the full CHB.

John Hecht, Sespe Consulting, noted that the applicant team would need to discuss amongst the team whether it would be advantageous to return to the full CHB or work with the ad hoc committee. The CHB concurred with this approach.

ADJOURNED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENED AS THE OXNARD CULTURAL HERITAGE BOARD

- 6c. Location:** Sunkist/Ventura Pacific Co. Facility, 245 E Colonia Road, Oxnard, CA 93030 (Supervisory District 5).

Action: A request for a Certificate of Review (COR) (Cultural Heritage Ordinance (CHO) §1372) for the rehabilitation of existing warehouse facilities for commercial storage uses. As part of the scope of work, five existing buildings will be combined into four warehouse tenant spaces and two small buildings will be demolished. Six truck loading docks and two freight elevators will be added to the exterior of the buildings, in addition to interior remodeling. (Case No. CH22-0029).

Disclosures: None.

Presentation by Staff: 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. **REVIEW** and **COMMENT** on the proposed project in accordance with CHO §1372 based on the preceding evidence and analysis.

Public Comments: None.

Discussion and Deliberation:

Jane Collette, applicant, of Rasmussen and Associates, was available to answer questions.

Board Member Yee made a motion to adopt Staff's recommendations.

Board Member Schafer inquired whether applicant is amenable to keeping the lemon cull bin? Board Member Schafer noted the value in retaining the structure if there is no vital requirement for removing it, and would prefer it be adaptively reused.

Board Member Yee noted the lemon cull bin component is an integral part of the whole operation and that it adds architectural interest to the facility.

Board Member Schafer noted the applicant does not have to follow the CHB's recommendations and that the review and consultation with the applicant is intended to come to a better result.

Jane Collette stated that the lemon cull bin is not in great condition and not a great candidate for adaptive reuse. It would require a major seismic retrofit if used for human habitation.

Board Member Schafer stated that its condition doesn't factor into its historic significance, unless it's been altered beyond recognition.

Jane Collette stated that she sent the property owner an updated site plan showing how the parking could be made up elsewhere if the lemon cull bin is retained, and that they may be amenable to keeping it.

Board Member Schafer stated that there is a mechanism to allow for exceptions to development standards at historic properties. Dillan Murray, Staff, stated that the cultural heritage site deviations are limited to the unincorporated County area, although the City of Oxnard may offer something similar, to be confirmed with Oxnard Planning Staff.

Board Member Plaks inquired as to whether there is any signage still at the building. Jane Collette stated that there is signage on the building along Oxnard Boulevard. Board Member Plaks noted her view that signage could help interpret the significance of the site and the former use.

Board Member Yee left the virtual hearing at this time.

Chair Fernandez inquired as to what the planned use of the facility will be.

Jane Collette stated that the facility will be leased out in separate components. The operations will probably be for agricultural storage or something similar.

Board Member Schafer recommended that signage remain on site. Board Member Schafer noted the corrugated metal shed building could be removed, but recommended that the metal materials be offered up for reuse elsewhere.

Board Member Blum seconded Board Member Yee's motion. Motion passed 5-0.

ADJOURNED AS THE OXNARD CULTURAL HERITAGE BOARD

RECONVENED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

7. REPORTS

7a. Board Member Reports

Board Member Kulwicz reported that he is continuing work with the Santa Paula homeless shelter.

Board Member Schafer reported that the City of Ventura Historic Survey Context and Survey will be reviewed at the City of Ventura City Council hearing that evening.

Other Board Members did not have anything to report.

7b. CHB Program Updates from Staff

Dillan Murray, Staff, reported on updates being made to the Cultural Heritage Board website, including new links, content, maps, and resources. Mr. Murray reported that Staff is developing a new Mills Act Program webpage and interactive landmarks map. Next, Mr. Murray reported that Staff will be bringing forward draft revisions to the Bylaws and Administrative Approvals resolutions for review. Next, Mr. Murray reported that the two recent Mills Act contract applications reviewed by the CHB are scheduled for the Board of Supervisors' consent agenda for November 1st. Lastly, Mr. Murray reported that the next hearing of the CHB is expected to be on November 14.

Tricia Maier, Staff, reported that Staff is developing a new self-certification process for Mills Act contract holders to be completed annually. The materials and information will be hosted on the new Mills Act Program webpage.

Board Member Schafer requested confirmation as to whether previously completed work could be included in a Mills Act contract rehabilitation plan. Tricia Maier, Staff, and Dillan Murray, Staff, noted that other jurisdictions do allow for previously work to be completed, so there is some flexibility across Mills Act programs.

Chair Fernandez inquired as to whether a new, shorter web address could be created to redirect people to the CHB website. Tricia Maier, Staff, noted that Staff would look into the feasibility of creating a shortcut.

8. NEXT MEETING

The next regularly scheduled meeting was reported to be November 14, 2022.

9. ADJOURNMENT

At 3:14 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

11/16/2022

Date



Ventura County Cultural Heritage Board (CHB)

November 14, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

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

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 Allen Hess regarding the Oxnard Performing Arts Center.

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



Ventura County Cultural Heritage Board January 23, 2023 Final Meeting Minutes

County of Ventura • Resource Management Agency

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

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

1. **1:18 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), Lawrence Yee, John Kulwicz, Gary Blum, and Stephen Schafer

CHB Members Absent:

Tyson Cline and Linda Plaks

Staff Present:

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

3. **APPROVAL OF AGENDA**

Board Member Yee left the virtual meeting at this time.

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

Board Member Kulwicz made a motion to approve the January 23, 2023 Agenda. Board Member Schafer seconded the motion. Motion passed 4-0.

Board Member Yee returned to the virtual meeting at this time.

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

Chair Fernandez identified the following revision to Page 6, Item 8a of the November 14, 2022 Meeting Minutes: "In addition, Board Member Blum spoke with architect Allen Hess, who was involved in the design of regarding the Oxnard Performing Arts Center, a likely eligible historic resource." Board Member Schafer made a motion to approve the November 14, 2022 Meeting Minutes as revised. Board Member Blum seconded the motion. Motion passed 4-0 (Board Member Yee abstained).

4. **CONSENT ITEM**

Board Member Kulwiec made a motion to adopt the resolution authorizing continued remote teleconference meetings of the CHB. Board Member Schafer seconded the motion. Motion passed 5-0.

Dillan Murray, Staff, noted that this is anticipated to be the last time this item is brought to the CHB as in-person meetings are anticipated to resume in March.

5. **PUBLIC COMMENTS**

None

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).

Disclosures: Board Member Blum noted that he had spoken with a representative of Garden Acres Mutual Water Company at a recent public event, but did not discuss the agenda item.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the property location, background, project scope, California Environmental Quality Act (CEQA) analysis, and Staff recommendations. Dillan Murray, Staff, noted revisions to the applicant address (3701 Orange Drive, Oxnard, CA 93036) and subject property situs address (3802 Almond Drive, Oxnard, CA 93036). 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; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with the County of Ventura Initial Study Assessment Guidelines (ISAGs) Section 8b, Item E. Methodology Step 1, based on the preceding evidence and analysis.

Public Comments: None.

Discussion and Deliberation:

Mike Barber and Mary Anne Rooney with Garden Acres Mutual Water Company were in attendance.

Mary Anne Rooney provided background on the purpose and intent of the proposed project.

Board Member Schafer noted his appreciation for the applicant's preservation of the Santa Claus statue, located elsewhere in the Nyeland Acres community.

Board Member Blum made a motion finding that the subject property did not constitute a historical resource for purposes of CEQA, as recommended by Staff. Board Member Schafer seconded the motion. Motion passed 5-0.

- 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).

Disclosures: Chair Fernandez noted his professional familiarity with the applicant's draftsman.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, and Staff recommendations.

Staff recommendations. Dillan Murray, Staff, noted revisions to the scope of the CHB's review on this item. The residence has several alterations that were not previously reviewed. Namely, the previous medium, horizontal shiplap siding has been replaced with stucco, and 6 vinyl windows, along with one vinyl door, have replaced the previous wood clad windows at the existing residence. These alterations were included in the scope of the CHB's review and comment on an after-the-fact basis. Staff recommended the CHB take the following actions regarding the request:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with CHO §1372 based on the preceding evidence and analysis.

Public Comments: None.

Discussion and Deliberation:

Art Hernandez and Saul Vigil of the applicant team were in attendance.

Mr. Vigil noted that the applicant team were receptive to Staff's recommendations.

Chair Fernandez noted his preference that a roof plan be included. Chair Fernandez suggested that a stucco screed could help differentiate the new addition from the existing residence, and noted that windows will need to be sized for egress requirements.

Board Member Schafer noted his view that the proposed project would allow for the continued use of the property in its present form, but took issue with the previous replacement of shiplap siding with stucco and wood-clad windows with vinyl. Board Member Schafer recommended that if the windows on the front elevation needed to be replaced in the future, that the replacements be like-for-like with the originals and of wood cladding.

Board Member Yee made a motion to adopt the following recommendations regarding the proposed project:

- **Recommendation #1: Rear Addition.** The proposed design should separate the addition from the historic building by offsetting the

addition or stepping it back from the mass of the historic building, or minimizing visual impacts through other similar means. With implementation of this recommendation, the addition should be clearly differentiated and distinguishable as a new addition so that the identity of the historic structure is not lost altogether in a new and larger composition.

- **Recommendation #2: Windows.** The applicant should match the proposed new windows to the historic windows to the extent feasible in terms of configuration, materials, details and finish in order to be more compatible with the overall historic character of the building.
- **Recommendation #3: A/C Unit.** The applicant should screen any exterior ground-mounted air conditioning (A/C) unit with landscaping or hardscaping to reduce visual impacts.
- **Recommendation #4: Front Windows.** If the front windows are required to be replaced, the replacement windows should consist of like-for-like and wood cladding.

Board Member Schafer seconded the motion. Motion passed 5-0.

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.

Presentation by Staff: Dillan Murray, Staff, played the California Preservation Foundation training webinar on the Brown Act and presented information on general principles of Robert's Rules of Order.

Discussion and Deliberation:

Board Members discussed the applicability of Robert's Rules of Order to CHB matters. All questions of the CHB were addressed.

8. REPORTS

8a. Board Member Reports

Board Member Schafer reported that he met with the property owner of the Scarlett/McGrath Ranch to provide recommendations regarding nominating the property to be listed in the National Register of Historic Places. Next, Board Member Schafer reported that the Daily House in Camarillo is in

escrow. In addition, Board Member Schafer reported that the California Preservation Foundation (CPF) will be held in April, and he will be presenting a Historical American Building Survey (HABS) workshop on March 25th at the Neutra Reunion House. Finally, Board Member Schafer reported that he is involved in a project to document a Fotomat booth, possibly the most common building in the United States at one time.

Board Member Blum reported that the City of Oxnard may potentially be purchasing the CalFed Bank Building. Next, Board Member Blum that the owner of the Japanese Methodist Church is looking to replace a leaking roof, although the same type of tile is not available.

Chair Fernandez reported on Google architecture books and local examples of this style.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that Linda Plaks will be departing the CHB upon the appointment of her successor, Mike Winters, and thanked Ms. Plaks for her 3+ years of volunteer service. Mr. Winters is a historian and author on Moorpark.

Next, Dillan Murray, Staff, reported that the two recent Mills Act contract applications reviewed by the CHB and approved by the Board of Supervisors have been recorded and are now in effect. Consistent with State law, the County is shifting to a 5-year physical inspection schedule for Mills Act properties and an annual self-certification to be completed annually by property owners in the unincorporated Ventura County. Staff is still coordinating with the City of Oxnard for direction on the inspection schedules for Mills Act properties in the City of Oxnard.

Next, Mr. Murray reported that the previous CHB liaison with the City of Oxnard is no longer with the City Planning Department, so Staff is awaiting word as to whether a member of staff will be specifically assigned to cultural heritage program matters.

In addition, Mr. Murray reported that the draft annual Certified Local Government report for 2021-2022 will be brought to the CHB in the near future prior to submittal to the State Office of Historic Preservation. At that

time, Staff will also bring the draft Cultural Heritage Program goals and priorities forward.

Finally, Mr. Murray reported that 2023 is the 150th anniversary of the County of Ventura. At the Board of Supervisors' January 10th hearing, Elena Brokaw, executive director of the Museum of Ventura County, played a video presentation on this milestone and spoke to the initiatives the museum would like to undertake throughout the year in commemoration. Staff would appreciate any thoughts or recommendations on how the CHB and cultural heritage program can be involved, such as the VC Fair exhibit.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be February 13, 2023.

10. ADJOURNMENT

At 3:51 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

February 14, 2023

Date



Ventura County Cultural Heritage Board February 13, 2023 Final Meeting Minutes

County of Ventura • Resource Management Agency

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Note: The following is a summary of actions taken by the Cultural Heritage Board (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. **INTRODUCTION OF MR. MIKE WINTERS TO THE CHB**
3. **ROLL CALL AND DETERMINATION OF A QUORUM**

CHB Members Present:

Miguel Fernandez (Chair), Tyson Cline, Lawrence Yee, John Kulwicz (arrived late), Mike Winters, Gary Blum, and Stephen Schafer

CHB Members Absent:

None

Staff Present:

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

4. **APPROVAL OF AGENDA**

- 4a. Vote to approve the February 13, 2023 Agenda

Board Member Yee made a motion to approve the February 13, 2023 Agenda. Board Member Winters seconded the motion. Motion passed 6-0.

- 4b. Vote to approve the January 23, 2023 Meeting Minutes

Board Member Schafer made a motion to approve the January 23, 2023 Meeting Minutes. Board Member Yee seconded the motion. Motion passed 6-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. Location: N/A.

Action: Review, provide comments, and direct staff to forward the County of Ventura Cultural Heritage Board Certified Local Government Annual Report for 2021–2022 to the California State Office of Historic Preservation.

Disclosures: Board Member Schafer disclosed that he provided an updated resume to Staff.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining relevant background, discussion, 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; and
2. Based on the preceding evidence and analysis, **REVIEW, PROVIDE** comments, and **DIRECT** staff to forward the County of Ventura Cultural Heritage Board Certified Local Government Annual Report for 2021–2022 to the California State Office of Historic Preservation.

Board Member Kulwicz arrived to the virtual meeting at this time.

Public Comments: None.

Discussion and Deliberation:

Board Member Schafer identified a recommended revision to the CLG Report to clarify Board of Supervisors action regarding the Cultural Heritage Ordinance Amendment. Board Member Schafer recommended a future hearing item to discuss the 2040 County of Ventura General Plan goals, objectives, and programs related to cultural and historic resources.

Board Member Winters identified a typo revision to the CHB Priorities Attachment.

Board Member Schafer made a motion to adopt Staff's recommended actions. Board Member Winters seconded the motion. Motion passed 7-0.

7b. Location: N/A.

Action: View and discuss a video presentation from Elena Brokaw, Executive Director of the Museum of Ventura County, acknowledging the 150th anniversary of the County of Ventura.

Presentation by Staff: Dillan Murray, Staff, presented a video presentation from the January 10, 2023, Board of Supervisors hearing and requested input and recommendations from the CHB as to how to get involved.

Public Comments: None.

Discussion and Deliberation:

Board Member Winters suggested that the Ventura County Fair display could follow a timeline or decades format with County landmarks identified within that context.

Chair Fernandez inquired as to whether the County could coordinate with cities on any of their efforts. Tricia Maier, Staff, noted that many County landmarks are located within cities and were designated when the County previously provided contract services to these areas. Thus, CHB outreach materials could still reflect County landmarks located within the cities. Dillan Murray, Staff, stated that he can reach out to Elena Brokaw to see what events the Museum of Ventura County has planned and report those back to the CHB on an ongoing basis.

8. REPORTS

8a. Board Member Reports

Board Member Yee reported that his CHB term ended in January, and he will contact Supervisor Gorell's office to ascertain whether he will be reappointed or replaced.

Dillan Murray, Staff, noted that Supervisor Gorell's office has been reminded of the term ending and that Board Member Yee has elected to remain serving in his current capacity until reappointed or replaced.

Board Member Schafer reported that the Doors Open California event will be held by the California Preservation Foundation (CPF) this September. Board Member Schafer noted that he is working with CPF to nominate

several properties on Ash Street in Ventura for this event. Next, Board Member Schafer reported that he is holding a workshop on historic documentation on March 25th.

Chair Fernandez reported that he coordinated with Staff and the project applicant on plan corrections for a proposed addition at a residence located at 121 S G Street in Oxnard. Chair Fernandez noted that this project previously came before the CHB.

Board Member Winters introduced himself and provided information on his professional background. Board Member Winters noted that in-person meetings may complicate his ability to serve on the CHB.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the California Preservation Foundation is holding their Doors Open California series this year. It is a statewide celebration of historic places in California. Enthusiasts of historic architecture, design, and cultural heritage will have access to select sites across the state over one weekend, September 9-10, 2023. It is an opportunity to discover hidden architectural gems and to see behind doors that are rarely open to the public for free. Mr. Murray requested the CHB provide any recommendations for potential candidates. The property owner of the Scarlett-McGrath Ranch home on Gonzales road wanted to open their property for tours, so this may be a good fit for them. Finally, Mr. Murray reported that in-person CHB hearings will resume in March.

Chair Fernandez suggested the Pratt House near Ojai as a potential candidate. Board Member Schafer noted that CPF can accommodate tours across a region, such as tours on Ash Street in Ventura one day and Ojai or Oxnard-area tours another day.

Board Member Schafer recommended a future hearing item to discuss the 2040 County of Ventura General Plan goals, objectives, and programs related to cultural and historic resources.

Tricia Maier, Staff, provided an explanation and background for why meetings of County boards and commissions are returning to in-person

meetings beginning in March. Unfortunately, a hybrid meeting format is not feasible for the CHB.

9. **NEXT MEETING**

The next regularly scheduled meeting was reported to be February 27, 2023.

10. **ADJOURNMENT**

At 2:22 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

May 8, 2023
Date



Ventura County Cultural Heritage Board

May 8, 2023 Final Meeting Minutes

County of Ventura • Resource Management Agency

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

Items heard out of order

1. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

Board Member Schafer arrived at the meeting at this time.

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

CHB Members Present:

Miguel Fernandez (Chair), Tyson Cline, Herbert Gooch, Mike Winters, Gary Blum, and Stephen Schafer

CHB Members Absent:

John Kulwiec

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 May 8, 2023 Agenda

Chair Fernandez recommended moving Item 4 after Item 7a in order to be mindful of the applicant's time. Board Member Winters made a motion to approve the May 8, 2023 Agenda with that revision. Board Member Cline seconded the motion. Motion passed 6-0.

3b. Vote to approve the February 13, 2023 Meeting Minutes

Board Member Schafer made a motion to approve the February 13, 2023 Meeting Minutes. Board Member Cline seconded the motion. Motion passed 6-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** The Hermitage Ranch, 1901 Hermitage Road, Ojai, CA 93023 (Supervisory District 1 – LaVere).

Action: A request for a Certificate of Review (COR) (Cultural Heritage Ordinance (CHO) §1372) related to the construction of a one-story, 443-square-foot farm worker dwelling unit with 148 square feet of habitable attic space at the Hermitage Ranch, located at 1901 Hermitage Road in the Ojai Valley. (Case No. CH23-0016).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, 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; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with CHO §1372 based on the preceding evidence and analysis; and
3. **RECOMMEND** that the property owner pursue designation of the subject property as a Ventura County Landmark pursuant to CHO §1366

Public Comments: None.

Discussion and Deliberation:

Charles Ward, property owner and architect, was in attendance to answer any questions.

Board Member Schafer clarified whether the existing residence had Hardie® shingle siding. Mr. Ward noted that the existing residence has cedar shingle siding, and the proposed farmworker dwelling unit would have Hardie® shingle siding to match it in visual qualities. Board Member Schafer requested clarification on the proposed roofing materials. Mr. Ward stated that materials would consist of asphalt shingles.

Board Member Winters requested clarification as to why the habitable attic space was not considered a second floor. Mr. Ward stated that there are advantages both structurally and financially with classifying it as habitable attic space.

Chair Fernandez inquired whether Mr. Ward would be interested in pursuing landmark designation and a potential Mills Act contract for the property. Mr. Ward stated that he would be open to the possibility in the future, but is concerned with the potential for additional project reviews that could affect operation of the agricultural property. Board members noted that the review process experienced at the hearing would be representative of future project reviews.

Board Member Schafer made a motion to approve the Certificate of Review and find that the scope of work is consistent with the Secretary's Standards. Board Member Winters seconded the motion. Motion passed 6-0.

Board Member Schafer made a motion to recommend that the property owner explore and, when possible, pursue designation of the subject property as a Ventura County Landmark pursuant to CHO §1366. Board Member Cline seconded the motion. Motion passed 6-0.

4. ELECTION OF OFFICERS

Board Member Cline made a motion to nominate Miguel Fernandez and Gary Blum to another term as Chair and Vice-Chair, respectively. Board Member Schafer seconded the motion. Motion passed 6-0.

8. REPORTS

8a. Board Member Reports

Board Member Schafer reported that he recently attended the California Preservation Foundation (CPF) conference in San Francisco and moderated a session.

Board Member Blum reported that he received additional information on plans for the former J.C. Penney building in Oxnard from the District Attorney's office. Board Member Blum inquired whether there was any progress with the residential property on G Street in Oxnard. Dillan Murray, staff, noted that he spoke with Joe Pearson, Planning Manager for the City of Oxnard, who said that he would look into the status of any plan check. In

addition, Mr. Murray noted that the city has been made aware of potentially inappropriate alterations to the McColm Manor Apartments in Oxnard, a Mills Act contract property, and that it would be at the direction of the city how to proceed on that case. Last, Board Member Blum reported that the City of Oxnard will be developing an architectural lighting plan for the Oxnard pagoda bandstand, and hoped that city staff would present the item to the CHB in the future.

Board Member Winters thanked staff for recent information that was communicated to CHB members.

Board Member Gooch provided information on his background before joining the CHB.

Board Member Cline reported that he is involved with a project related to the Santa Paula High School gym rebuild that was recently damaged in a fire. Board Member Cline requested any historical information on the property be sent his way.

Chair Fernandez reported that he has been working with staff on several property screening requests to assess potential historic significance.

8b. CHB Program Updates from Staff

Dillan Murray, staff, reported that May is Historic Preservation Month. The Planning Division has installed a display and banner outside in the Hall of Administration and RMA Reception area on the 3rd Floor. Both link viewers to our website, which hosts a variety of information, including new content.

Next, Mr. Murray reported that this year is the 150th anniversary of the County of Ventura. Staff will be looking at what the Museum of Ventura County has planned and how the CHB may be able to get involved.

Board Member Schafer left the meeting at this time.

Next, Mr. Murray reported that the CHB previously requested a briefing or discussion item on General Plan policies related to historical resources. Staff anticipates bringing that item forward at a future meeting.

Next, Mr. Murray reported that the County Fair will be coming up soon in August and inquired whether the previously established ad hoc committee

members would be interested in continuing the effort to redesign the CHB exhibit.

Finally, Mr. Murray reported that the CHB will have an upcoming project review for a Site of Merit near Santa Paula.

Tricia Maier, staff, requested additional direction from the CHB on the Fair display efforts, keeping in mind that Brown Act requirements provide for an ad hoc committee of less than a quorum. Ms. Maier noted that the Planning Division will also have a summer intern who will be able to assist on this project.

Chair Fernandez, Board Member Cline, and Board Member Blum indicated a willingness to continue with the ad hoc committee focused on the Fair exhibits. Committee members will work to provide direction regarding which photos and content to use in any redesigned exhibits. Dillan Murray, staff, noted that he can reach out to committee members to set up a discussion meeting.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be May 22, 2023.

10. ADJOURNMENT

At 2:29 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

6/13/23

Date



Ventura County Cultural Heritage Board

June 12, 2023 Final Meeting Minutes

County of Ventura • Resource Management Agency

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Note: The following is a summary of actions taken by the Cultural Heritage Board (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**

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

CHB Members Present:

Miguel Fernandez (Chair), Tyson Cline, Herbert Gooch, Mike Winters, Anthony Angelini, and Gary Blum (arrived late)

CHB Members Absent:

John Kulwiec

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Jennifer Trunk, Residential Permits Manager, Planning Division

Dave Ward, AICP, Planning Director

3. **APPROVAL OF AGENDA**

3a. Vote to approve the June 12, 2023 Agenda

Board Member Cline made a motion to approve the June 12, 2023 Agenda.

Board Member Gooch seconded the motion. Motion passed 5-0.

3b. Vote to approve the May 8, 2023 Meeting Minutes

Board Member Winters made a motion to approve the May 8, 2023 Meeting Minutes. Board Member Gooch seconded the motion. Motion passed 4-0

(Board Member Angelini abstained).

4. **PUBLIC COMMENTS**

None

5. **CONTINUED ITEMS**

None

Board Member Blum arrived at the meeting at this time.

6. **NEW BUSINESS**

- 6a.** A plaque and resolution of the Ventura County Cultural Heritage Board to be presented to outgoing member Stephen Schafer in appreciation for his 14.5 years of service.

Presentation by Staff: Dillan Murray, staff, and Dave Ward, Planning Director, thanked Stephen Schafer for his service and spoke to his experience. Dave Ward, Planning Director, presented a plaque to Stephen Schafer in appreciation for his service.

Discussion and Deliberation: Chair Fernandez thanked Stephen Schafer for his service and made a motion to approve Resolution No. 2023-2 with the following revision: “A resolution of the Ventura County Cultural Heritage Board Commending ~~Retiring~~ Departing Member Stephen Schafer Who Served 2008-2023”. Board Member Cline seconded the motion. Motion passed 6-0.

- 6b. Location:** Linebarger Ranch, 15132 West Telegraph Road, Santa Paula, CA 93060 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request for a Certificate of Review (COR) (Cultural Heritage Ordinance (CHO) §1372) related to the construction of an 1,820-square-foot pump house and two separate, 8.9-acre-foot agricultural water reservoirs to be covered with solar panels at the Linebarger Ranch property located at 15132 West Telegraph Road, Santa Paula, CA 93060. The scope of work includes additional site improvements, fencing, and landscaping (Case No. CH23-0003).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, 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; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with CHO §1372 based on the preceding evidence and analysis.

Public Comments:

Stephen Schafer provided comment on this item to encourage the residential use of the residence on site and noted the existence of conservation subdivisions and the Mills Act to help maintain it. Mr. Schafer recommended documentation of the irrigation infrastructure proposed for replacement.

Discussion and Deliberation:

Barney Caudill and Jorge Olivo of the applicant team were present. Mr. Caudill spoke to the purpose and intent of the proposed project.

Board Member Cline noted his concern with slow-growing oak trees proposed on site, as opposed to a species more suitable for screening. Board Member Cline also noted his view that the architecture of the pump house should appear more utilitarian than as an agricultural barn.

Board Members expressed their concern with the vacant residence falling into deterioration or disrepair. Mr. Caudill noted that the property owner intends to keep the residence in good condition and occasionally used for events.

Chair Fernandez recommended a plaque be placed on the pump house to identify the date of construction.

Board Member Cline made a motion to approve the Certificate of Review with the following recommendations:

1. Follow a simpler, utilitarian architectural style for the pump house to avoid appearing as an agricultural barn.
2. Consult with a landscape architect to site the proposed trees in order to better screen the new construction based on sight lines and the best tree species available for screening.
3. Maintain the existing residence in good condition on an ongoing basis.

Board Member Gooch seconded the motion. Motion passed 6-0.

6c. Location: Former Edgington Oxnard Refinery, 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request for review and comment on the proposed interpretive display for the Former Edgington Oxnard Refinery property, located at 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County). This

request is submitted in partial adherence to the recommendations previously approved by the CHB in order to authorize decommissioning and demolition activities at the subject property (Case No. CH21-0005).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, 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; and
2. **REVIEW** and **COMMENT** on the proposed interpretive display based on the preceding evidence and analysis.

Public Comments:

Stephen Schafer provided comment on this item.

Discussion and Deliberation:

Olivia Simonson of the applicant team was present. Ms. Simonson spoke to the purpose and intent of the planned interpretation.

Chair Fernandez inquired about the interpretive panel component. Ms. Simonson noted her understanding that the panels would be framed with powder coated aluminum. Ms. Simonson noted that the applicant team was working with a historic consultant to develop content for the panels at a future date, assuming that the CHB approved of the current design plan.

Board Member Winters stated his concerns regarding damage to the brick if used as a standing platform.

Chair Fernandez noted his concerns about the refractory brick platform regarding accessibility, recommending the brick be placed elsewhere within the display, such as a base or pedestal component.

Board Member Winters inquired whether there would be a setback. Ms. Simonson responded in the affirmative.

Board Members supported the need for an ongoing maintenance plan.

Board Member Winters noted his appreciation for the applicant's efforts.

Chair Fernandez made a motion to provide the following recommendations to the applicant:

1. Explore utilizing the refractory brick component elsewhere in the display, such as a base or pedestal for the tube sheet component, in order to avoid potential issues of visitor accessibility (grade issues, etc.) and brick degradation;
2. Maintenance Plan. The property owner should develop a maintenance plan for the interpretive display to ensure timely and adequate treatment of any deterioration, weathering, graffiti, or the like that may occur to the display.
3. The CHB emphasized their satisfaction with the overall concept, as proposed.

Board Member Winters seconded the motion. Motion passed 6-0.

- 6d. Location:** St. Joseph's Health and Retirement Center, 2464 E. Ojai Avenue, Ojai, CA 93023 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request for a Certificate of Appropriateness (COA) (CHO §1371) from the CHB for a mix of demolition and rehabilitation of existing structures at St. Joseph's Health and Retirement Center, located at 2464 E. Ojai Avenue, Ojai, CA 93023. The scope of work is intended to partially abate Planning Violation PV21-0017 and is limited to the Kugler Hall and Care Center buildings. No new structures or additional building square footage is proposed. (Case No. CH23-0017).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, 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; and

2. **FIND** whether the proposed project meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1371-4(a); and
3. If the requisite finding can be made based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (Cultural Heritage Ordinance [CHO] §1371) with any Cultural Heritage Board or staff recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comments:

Stephen Schafer provided comment on this item, noting that any discretionary project would need to follow the *Secretary of the Interior's Standards*.

Dillan Murray, staff, noted that the current project was submitted in order to partially abate violations, and that the applicant has expressed interest in applying for a future discretionary permit to allow for residential use of the property.

Discussion and Deliberation:

Kevin Sheppard of the applicant team was present for any questions.

Board Members requested a site visit of the property as part of any future permit application reviews.

Chair Fernandez made a motion to adopt staff's recommended actions. Board Member Gooch seconded the motion. Motion passed 6-0.

- 6e. Location:** Palm Trees Along Chambersburg Road (Ventura County Landmark No. 122) (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request for review and comment pursuant to Section 106 of the National Historic Preservation Act on the California Department of Transportation's State Route (SR) 23 Drainage Restoration Project. The project is located on SR 23/Chambersburg Road between Bellevue Avenue and East Guiberson Road (postmile 22.5 to postmile 22.9) near the community of Bardsdale in unincorporated Ventura County. The project would rehabilitate the existing earthen drainage channels on the northbound and southbound sides of SR 23. All work would take place within the existing state right-of-way.

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Section 106 analysis, 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; and
2. **REVIEW** and **COMMENT** on the proposed project based on the preceding evidence and analysis.

Public Comments:

Stephen Schafer provided comment on this item.

Discussion and Deliberation:

Board Member Cline expressed concern with the remaining lifespan of the palm trees and their ongoing viability in the context of potentially recommending them for listing in the National Register of Historic Places. Mr. Schafer noted that the Section 106 review should focus on what resources are currently present.

Jennifer Trunk, staff, inquired as to how the project would accomplish greater runoff diversion from the tree roots. Dillan Murray, staff, noted that he was unaware of what specific engineering improvements would accomplish this, but that they would have the effect of diverting runoff to the southbound side of the right-of-way.

Board Member Winters made a motion to provide the following recommendations to the lead agency:

1. The Cultural Heritage Board endorses the revised project's avoidance of tree root trimming; and
2. Recommends the lead agency work with a certified arborist to develop further treatment recommendations for measures to maintain and improve the health of the palm trees.

Board Member Angelini seconded the motion. Motion passed 6-0.

- 6f. Action:** Provide feedback to Planning Division staff regarding future speaker sessions and educational items for discussion.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the request and relevant background, including reference to the County of Ventura Historic Preservation Plan goals. Staff requested feedback from the CHB regarding the scheduling of future speaker sessions and educational items for discussion.

Discussion and Deliberation:

Board Member Winters requested whether future speaker sessions could be held via video. Dillan Murray, staff, noted that there is a public outreach benefit with holding the sessions at regular CHB hearings, but that the sessions could be recorded and shared to the website.

Chair Fernandez requested future speakers with real world examples of historic preservation success stories, such as the Elks Lodge project in Ventura. Stephen Schafer noted that he would be willing to speak on the topic of HABS photography.

Board Member Angelini suggested author Frank Barajas as another potential candidate for a speaker session.

A consensus of Board Members endorsed the idea of future speaker sessions and educational items for discussion.

7. REPORTS

7a. Board Member Reports

Board Member Cline reported that he was recently involved in an affordable housing and adaptive reuse speaker panel.

Board Member Gooch reported on his activities with the County's 150th anniversary committee and noted upcoming events, including the Museum of Ventura County's kickoff event on June 23rd in downtown Ventura.

Board Member Blum reported that he recently attended the Elks Lodge opening event in Ventura, with another tour scheduled for September 9th.

Board Member Winters reported that he requested name tags for CHB Members and staff is working on providing those.

Board Member Angelini introduced himself and provided information on his professional background prior to joining the CHB.

Chair Fernandez reported on updates regarding the CalFed bank building in south Oxnard and recent progress of the CHB Fair ad hoc committee.

7b. CHB Program Updates from Staff

Dillan Murray, staff, reported that he will be out of the office the week of June 26th, so the CHB will not have a hearing on June 26th.

Next, staff is working with the CHB Fair ad hoc committee, comprised of Chair Fernandez, Board Member Blum, and Board Member Cline, on the new display exhibit.

Finally, Mr. Murray reported that this year is the 150th anniversary of the County of Ventura, so the Museum of Ventura County is spearheading events throughout the year. Their kickoff event will be June 23rd at the museum. Until November, pop-up events will be held around the county. The CHB Fair ad hoc committee expressed an interest in collaborating with the museum for these and using what is typically our Fair exhibit in any installations.

8. NEXT MEETING

The next regularly scheduled meeting was reported to be July 10, 2023.

9. ADJOURNMENT

At 3:48 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Aug. 28, 2023
Date



Ventura County Cultural Heritage Board

August 28, 2023 Final Meeting Minutes

County of Ventura • Resource Management Agency

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

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

1. **1:16 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

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

CHB Members Present:

Miguel Fernandez (Chair), Tyson Cline, Herbert Gooch, John Kulwicz, Mike Winters, Gary Blum, and Anthony Angelini

CHB Members Absent:

None

Staff Present:

Dillan Murray, Associate Planner, Ventura County Planning Division

Natalie Venable, Intern, Ventura County Planning Division

Daniel Houck, Associate Planner, City of Oxnard

Tricia Maier, Planning Programs Manager, Ventura County Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the August 28, 2023 Agenda

Board Member Gooch made a motion to approve the August 28, 2023 Agenda. Board Member Winters seconded the motion. Motion passed 7-0.

3b. Vote to approve the June 12, 2023 Meeting Minutes

Board Member Blum made a motion to approve the June 12, 2023 Meeting Minutes. Board Member Gooch seconded the motion. Motion passed 7-0.

4. **PUBLIC COMMENTS**

None

5. **CONTINUED ITEMS**

None

ADJOURNED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENED AS THE OXNARD CULTURAL HERITAGE BOARD

6. NEW BUSINESS

6a. Location: 115 S G Street, Oxnard, CA 93030 (Ventura County Landmark #161: Henry T. Oxnard Historic District; Supervisorial District 5 – Lopez).

Action: A request for a Certificate of Appropriateness (COA) (Ordinance §1371) from the CHB for the construction of a 71-square-foot wood pergola over the existing concrete porch of a residence located at 115 S G Street, Oxnard, CA 93030 (Case No. CH23-0031).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (Ordinance) analysis, 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; and
2. **FIND** whether the proposed project meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1371-4(a); and
3. If the requisite finding can be made based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (Cultural Heritage Ordinance [Ordinance] §1371) with any Cultural Heritage Board or staff recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comment:

Stephen Schafer provided comment on this item to recommend the pergola not be attached to the existing residence.

Discussion and Deliberation:

Board Member Cline noted his view that, due to the pergola's small size, it was unnecessary to condition the pergola to be designed with four pillars to avoid being attached to the existing residence.

Board Member Blum inquired whether the windows on the primary façade had been replaced. Dillan Murray, staff, confirmed that they had been installed within the last couple years and are more period-appropriate than what was there previously.

Board Member Blum made a motion to approve the Certificate of Appropriateness as presented. Board Member Winters seconded the motion. Motion passed 7-0.

ADJOURNED AS THE OXNARD CULTURAL HERITAGE BOARD

RECONVENED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

6c. Location: 1580 Garst Lane, Ojai, CA 93023 (Supervisory District 1 – LaVere).

Action: A request for a Certificate of Review (Ordinance §1372) for the replacement of a composition shingle roof with a metal roof at a residence located at 1580 Garst Lane, Ojai, CA 93023 (Site of Merit). The proposed roof area to be replaced for the residence and detached garage is 3,500 square feet and no changes in roof pitch or height are proposed. (Case No. CH23-0033).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (Ordinance) analysis, 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; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with Ordinance §1372 based on the preceding evidence and analysis.

Public Comments:

None.

Discussion and Deliberation:

Board Member Cline inquired as to what the original roof material was. Staff and the applicant team were not aware. Board Member Cline noted his view that the proposed metal roof would better protect the resource than the existing roof.

Chair Fernandez wondered whether a metal shingle would be more appropriate, and inquired whether the material would fade with time. The applicant stated that the material would not fade with time. Chair Fernandez noted the roof as proposed was acceptable.

Board Member Kulwicz made a motion to approve the Certificate of Review as presented. Board Member Cline seconded the motion. Motion passed 7-0.

7. REPORTS

7a. Board Member Reports

Board Member Kulwicz reported that the Santa Paula homeless shelter had its grand reopening and provided background on his involvement.

Board Member Angelini reported that he had been appointed to the City of Thousand Oaks Arts and Culture Roundtable and encouraged Board Members to attend.

Chair Fernandez reported on the success of the CHB Fair ad hoc committee in completing new display boards.

7b. CHB Program Updates from Staff

Dylan Murray, staff, introduced Daniel Houck, the City of Oxnard Planning Division's new staff liaison for cultural heritage board reviews. Mr. Houck spoke on his new role and areas of responsibility.

Next, Mr. Murray introduced Planning Intern Natalie Venable. Ms. Venable is a city and regional planning student at Cal Poly, San Luis Obispo and has been helping with both the Mobile Home Park Rent Control Program and Cultural Heritage Program this summer across a wide variety of tasks, including the Fair display posters and landmark web content.

Next, Mr. Murray reported on a new flyer the Planning Division developed, which is a Cultural Heritage Review Process Flowchart. This is useful for other County staff, members of the public, and your Board to reference and understand what types of properties and projects are screened for review, and how the cultural heritage review process plays out in a simple, step-by-step format. This is part of our effort to increase and improve available resources for the public.

Next, Mr. Murray reported on the success of the Ventura County Fair CHB exhibit. The County of Ventura won \$400 for being awarded 3rd place.

Next, Mr. Murray reported that new content has been added to the County's interactive landmarks map, including National and State register properties in the county and non-point resources, such as a stagecoach route or railway, which have been added as line features to the map.

Next, Mr. Murray reported that Mills Act self inspections are coming in and the new annual process is working well. There are 18 properties under Mills Act contract and each year the property owner submits evidence that they are in compliance with their contract.

Next, Mr. Murray reported that an ongoing CHB annual priority is to identify Landmarks eligible for downgrading to a Site of Merit or Point of Interest. CHB staff identified three such properties: Landmark No. 11, Santa Gertrudis Asistencia (Chapel) Monument; Landmark No. 25, Matilija Hot Springs; and Landmark No. 68, Brandeis-Bardin Institute, Main House (aka Maier House). Staff will be bringing those forward in the months ahead.

Board Member Cline and Board Member Gooch inquired about the downgrade process. Dillan Murray, staff, provided background on the intent of this process to align properties with the appropriate criteria for designation. Mr. Murray noted that the three eligible properties were identified after staff evaluated the full current list of Landmarks, but that there is no ongoing or annual process for evaluating Landmarks for eligibility for downgrading. Instead, recommendations are based on information as it is made available.

Next, Mr. Murray reported that the County and the Museum of Ventura County have developed a 150th Anniversary Event Calendar: <https://venturacounty150.com/events/list/>. This will continue to be updated

with more details as they are available. Some noteworthy planned events include the Oxnard Historic Farm Park 150th Ventura County Celebration on September 9th and 10th and the 150th Anniversary Exhibit at the Agriculture Museum in Santa Paula on October 19th.

Tricia Maier, staff, reported that on August 14th, Dr. Lily Anne Welty Tamai spoke on the history of the Oxnard Japanese cemetery. The interesting and informative session was filmed and will be shared when available.

Next, Ms. Maier reported that CHB staff received a two-hour training offered by the California Preservation Foundation on historic tax credits. The state historic tax credit is under development and more information will likely be available next year. Staff anticipates notifying property owners of this new tax credit opportunity in the future.

Public Comment:

Stephen Schafer recommended the Ventura County Fair prize money be spent on improving the exhibit as soon as possible.

8. NEXT MEETING

The next regularly scheduled meeting was reported to be September 11, 2023, in addition to a site tour planned that morning for a property in Bardsdale.

9. ADJOURNMENT

At 1:56 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Oct. 9, 2023
Date

Attachment C – Public Outreach Publications

CULTURAL HERITAGE BOARD

VENTURA COUNTY

ABOUT

The Cultural Heritage Board works to preserve and protect public and private historic, cultural, and natural resources. When necessary, the CHB also works to preserve, relocate or recreate such resources. The CHB is composed of seven members with one member representing each of the five Supervisorial Districts and two at-large members.

To learn more, please visit our website: vlandmarks.org or contact the program planner, Dillan Murray, at 805.654.5042 or at Dillan.Murray@ventura.org



PUBLIC HEARINGS

The Cultural Heritage Board meets as needed on the 2nd and 4th Monday of each month at 1:15 p.m. in the County of Ventura Government Center, Hall of Administration Building, Multi-Purpose Room, 800 S. Victoria Avenue, Ventura, CA 93009, or as otherwise indicated in the posted agenda. The public is encouraged to attend. Scan the QR code to sign up to be notified of upcoming meetings and events and view upcoming meeting information.



Scan me!

CULTURAL HERITAGE REVIEW PROCESS

The Cultural Heritage Board has jurisdiction over all buildings, sites, structures, and districts that are designated or potentially eligible as a Ventura County Landmark, a Site of Merit, a Point of Interest, or District. The CHB reviews work proposed at these properties to ensure that the significant architectural and historical features are not adversely affected. **The CHB's objective in reviewing project applications is the preservation of historic fabric and enhancement of those features which caused the historic area or property to be designated.** The CHB's mission is enforced through a review process for project applications related to the maintenance, alteration, restoration, rehabilitation, remodeling, addition, change of use, demolition, relocation, or subdivision of a designated Cultural Heritage Site or potential site.



Indigenous History in Ventura County

Prior to European settlers arriving in the area that would eventually become Ventura County, the Ventureño Chumash people had been stewarding the land for over 13,000 years. The Chumash people comprised a large and diverse population living in settlements ranging from coasts and islands to the interior and mountain areas between Malibu and San Luis Obispo. Their large coastal villages engaged in long-distance trade with villages on the Channel Islands.

Before their way of life was disrupted by Spanish settlers, the Chumash exhibited high levels of craftsmanship, including basketry, elaborate rock painting, and the construction of sturdy plank canoes that enabled travel to the Channel Islands. In addition, as part of their stewardship, the Chumash people burned large areas of grassland in order to increase yields of seeds and other foods, an important practice that was later outlawed by the Spanish (County of Ventura Historic Preservation Plan). Generations of Chumash descendants continue to help steward these lands to this day.

To learn more about indigenous history in Ventura County, please visit vclandmarks.org.



Burro Flats Painted Cave | Simi Hills
Credit: Niceley, CC BY-SA 4.0 tinyurl.com/wjke7rup



Photo by Stephen Schafer

Post Office Tower and Portico | Ojai | Designated 1975



Oxnard Carnegie Library | Oxnard | Designated 1971



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For more information, please visit our website vclandmarks.org or contact the program planner, Dillan Murray, at 805.654.5042 or Dillan.Murray@ventura.org

Ventura County **CULTURAL HERITAGE BOARD**

Protecting Ventura County's
Historic, Cultural, and
Natural Resources

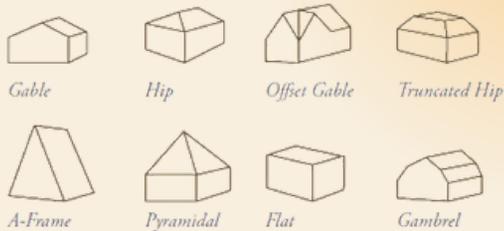
Serving the unincorporated areas of Ventura County and the cities of Filmore, Moorpark, Oxnard, Port Hueneme, Simi Valley and Thousand Oaks

Finding Hidden Gems

Have you ever wondered about the history of your property or one in your community? Each historic property, no matter how significant, has a story to tell. A little hard work and research can help you unearth a hidden gem. We have a few tips on where to begin.

The Building

The building itself is a great place to start. Examine it carefully, both inside and out. Take precise notes on its current appearance: the building materials, style, and shape, as well as the number and style of windows and chimneys and the appearance and material of the roof. All of these elements can point to the date of construction. Below are a few examples of common roof types.



Former Methodist Church | Moorpark | Designated 1979



Tracing the History of a Building

– Relevant Documents

Documents with historical information about a building can be found in many places.

- The County Recorder's office can provide a chain of title to establish an ownership history for the property. In addition, wills, probate records, building permits, and assessor's records can be reviewed.
- Architectural plans are usually not available unless the building is relatively recent construction. If they do exist, they can be a resource by showing floor plans and window/door placement.
- Maps of your area, recent and historic, can provide information about when and where a building was built. If an older map doesn't have the building and a newer map does, this can indicate a date range for construction. Some maps are available at the Museum of Ventura County.
- Newspapers can be another source to search through that can provide valuable information, especially dates.
- Published town or county histories often provide valuable information on the development of an area.

Benefits of Designation

There are many benefits to having your property designated as a Ventura County landmark, including eligibility for the following:

- Historical Property Contracts (Mills Act Contracts)
- State and Federal Tax Incentives
- Zoning Code Deviations
- Building Code Alternatives (State Historic Building Code)
- Conservation Subdivisions



Faulkner House | Santa Paula | Designated August 1968

Mills Act Contracts

Mills Act historical property tax contracts benefit property owners of eligible landmarks and district contributors. Under the Mills Act, in return for investment into a property, property taxes may be reduced by 30 percent (commercial) to 60 percent (residential) depending upon the circumstances of the historic landmark and the date of purchase.



Public Information- Cultural Heritage Board

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Purpose

Established in 1966, the Ventura County Cultural Heritage Board (CHB) serves to promote the economic and general welfare of the County. The CHB *works to preserve and protect public and private historic, cultural, and natural resources* of special historical or aesthetic character or interest. When necessary, the CHB also works to preserve, relocate or recreate such resources. These resources can be used for educational purposes, public viewing, and/or kept as their original use.

Members

The CHB is composed of seven members appointed by the Board of Supervisors who volunteer in service to the community and the field of historic preservation.

Responsibilities

The CHB Program, administered by the Resource Management Agency's Planning Division, recognizes historic properties and promotes the identification, inventory, preservation, and protection of these resources for present and future generations. All such efforts are taken to make the residents of visitors of Ventura County mindful of the rich historical, cultural, and natural heritage of the County

Review Process

The CHB's mission is enforced through a review process for project applications related to the *maintenance, alteration, restoration, rehabilitation, remodeling, addition, change of use, demolition, relocation, or subdivision* of a designated Cultural Heritage Site or potential site. The CHB has jurisdiction over all buildings, sites, structures, and districts that are designated or potentially eligible as a Local Landmark, a Site of Merit, a Point of Interest, or District. It reviews the proposed work to those properties to ensure that the significant *architectural and historical features are not adversely affected*. The CHB's objective in reviewing applications for authorization is the preservation of historic fabric and enhancement of those features which caused the historic area or property to be designated.



Queen Anne Victorian Architecture
George Washington Faulkner House in Santa Paula, CA

Eligibility

The CHB views each building and site within an historic area as unique. It also recognizes that the value of each site equals the sum of its individual parts, both new and old. For this reason, *all existing buildings and all new development* are deemed to contribute to the architectural character of the area and all are subject to the review process.

Preservation Incentives

Along with promoting the economic benefits of Historic Preservation, various economic incentives are available. Depending on the type of historic designation applied to the property, the structure may be eligible for the following: State Historic Building Code, Federal and State Rehabilitation Tax Credits, Historic Preservation Easements, Property Tax Reductions such as the *Mills Act Historical Property Contract*, Preservation Grants, Marks Historical Rehabilitation Act, Transfer of Development Rights, and Zoning Deviations. The Mills Act Historical Property Contract Program allows qualifying owners to receive a potential *property tax reduction* and use the savings to help rehabilitate, restore, and preserve their historic property.

Contact

CHB website:

<https://vcrma.org/en/cultural-heritage-board>

Dillan Murray, Program Planner

(805) 654-5042

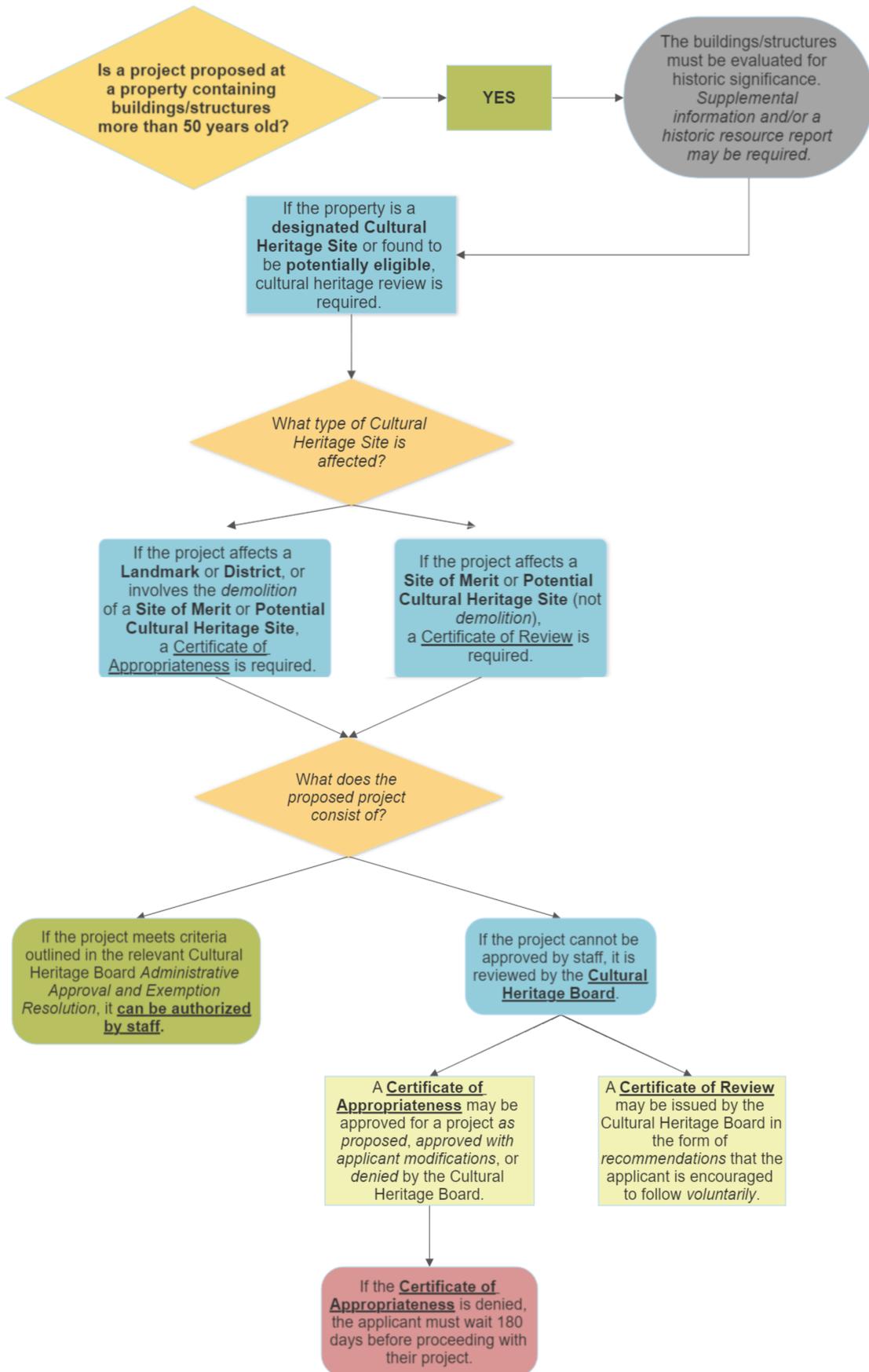
dillan.murray@ventura.org



Cultural Heritage Review Process Flowchart

County of Ventura • Resource Management Agency • Planning Division

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Public Information- Cultural Heritage Review

County of Ventura • Resource Management Agency • Planning Division
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Certificate of Appropriateness

A Certificate of Appropriateness (COA) is an authorization issued by the Cultural Heritage Board (CHB) or support staff in accordance with criteria adopted by the CHB. A COA indicates that the *proposed maintenance, alteration, restoration, rehabilitation, remodeling, additions, change of use, demolition, relocation, or subdivision* of a designated Cultural Heritage Site will not adversely affect its cultural heritage values, or unduly compromise the eligibility of a potential site to become a designated Cultural Heritage Site.



Neo-Classical Architecture
Carnegie Library in Oxnard, CA

Historic Resource Categories

Buildings, structures, objects, and sites within a historic district or other cultural resource site are normally divided into two categories: *contributing* and *non-contributing*. Broadly defined, a building or structure is classified as *contributing if it adds to the historic character or integrity of a cultural resource site/district*. It is *considered non-contributing when it does not add to the historic character or integrity of the cultural resource site/district*. Generally, any building or structure less than fifty years old is considered to be non-contributing. Even though the primary concern of the CHB is to protect historic buildings, changes to more recent buildings can have a significant effect on the character-defining features of the historic district and the character of the resource as

it appeared during its period of historic significance. Contributing or non-contributing structures located within a historic district or on a cultural resource site are reviewed through the same process as work on designated historic buildings. This ensures that any proposed changes to a structure *do not have a negative impact on themselves or the surrounding area*.

COAs are required for the following categories of sites and applications: Landmarks, Districts, Demolition of Sites of Merit, Demolition of Potential Sites, and Designated Cultural Heritage Sites seeking a Planned Development Permit pursuant to Section 8107-37 of the Ventura County Non-Coastal Zoning Ordinance. (§1371-1).

Certificate of Review (COR)

A Certificate of Review (COR) is issued by the CHB or support staff in accordance with criteria adopted by the CHB (§1372-2) for which a permit application is received to *construct, change, alter, modify, or remodel* a Site of Merit or potential Cultural Heritage Site in a manner that affects the exterior character-defining features or integrity of the site. Using the *Secretary of the Interior's Standards* as a guide, the CHB (or support staff) reviews and comments upon the permit application and advises the applicant concerning the effects of the proposed action(s) on a Site of Merit or potential Cultural Heritage Site.

How is a COA/COR Approved?

Depending on the type of work proposed and its potential impact upon the historic resource, COAs/CORs are approved in two different ways: *Administrative Review and Cultural Heritage Board (CHB) Approval*. Most COAs/CORs require approval by the CHB; however, the CHB has delegated authority to staff to approve some minor types of modifications, such as reroofing using like-materials, rear yard fences, and patios and wood patio covers not visible from the street. General information on these two types of approvals is on the following page.

Administrative Review - Staff Approval

- No public meeting or public notice is required.
- Required documents include an application, site plan, floor plan, elevations, photos and any additional information deemed necessary with required fees to CHB staff. (See the Checklist for Filing a COA/COR)
- The Administrative COA/COR review is complete when CHB staff determines that the proposed work complies with the CHB Ordinance, the Secretary of the Interior's Standards, also known as The Standards, and the CHB administrative approval resolution. Staff may set any conditions on an approved application to ensure compliance with the adopted Ordinance and Standards. If the proposed work is approved, an Administrative COA/COR will be issued, generally within one to three business days.
- If it is determined that an application does not comply with the CHB Ordinance, the Secretary of the Interior's Standards and the CHB administrative approval resolution, CHB staff shall provide technical assistance to the applicant to ensure compliance. If an applicant is unwilling to make modifications to the submitted proposal, the application shall be forwarded to the CHB for consideration in accordance with the procedures for Board members' review.
- The owner or applicant obtains any other necessary ministerial permits.
- Certificate expires in one year but may be renewed, if necessary.
- Contact CHB staff immediately if plans change during construction. Changes are often accommodated by staff.

Cultural Heritage Board Review - Requires Public Hearing

- Meetings are conducted on the second and fourth Mondays of every month at 1:15 pm in the Ventura County Government Center, Hall of Administration (date and meeting room location are subject to change).
- It's recommended that applicants schedule an appointment with CHB staff to discuss the project before submitting an application.
- Required documents include an application, site plan, floor plan, elevations, photos and any other documentation staff determines necessary with the required fees. (See the Checklist for Filing a COA/COR) Applications must be submitted with all pertinent documentation, at least fifteen calendar days prior to the regularly scheduled meeting.
- Written comments and recommendations for action will be prepared by CHB staff. Staff reviews may be routed through other departments to request comments pertaining to other regulations or ordinances which might apply.
- Copies of the staff report may be sent to applicants, neighborhood associations, and any interested parties prior to the public hearing.
- The applicant is advised to attend the CHB public hearing to present information to the CHB members. If the applicant is unable to attend the meeting, a representative may be sent to present information and answer questions.
- The CHB may approve, approve with applicant modifications, deny, or continue the project to a future public hearing.
- If the CHB or staff find that the application is inadequate to take appropriate action on a case, the application shall be returned to the applicant. CHB members may request an applicant to provide any additional information they find necessary to make a fair and equitable decision.
- If an application is denied, the CHB shall state its findings for denial. These findings shall be provided to the applicant in writing. An aggrieved party may appeal a denial to the Board of Supervisors by filing an appeal application with the Planning Director within ten calendar days (or the following work day if the tenth day falls on a weekend or holiday) of such decision.
- If an application is approved, a COA shall be issued. The CHB has the authority to set any conditions on an approved application to ensure compliance with the adopted guidelines and the Standards.
- The owner or applicant shall obtain any other necessary permits.
- The COA/COR expires in one year but may be renewed, if necessary.
- Contact CHB staff immediately if plans change during construction. Changes are often accommodated by staff.

Contact

CHB website:

<https://vcrma.org/en/cultural-heritage-board>

Dillan Murray, Program Planner

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Finding Hidden Gems

Researching the History of Your Historic Property

Each historic property, no matter how insignificant, has a story to tell. History is not always about the biggest homes or the wealthiest people, it is about family, a community, a nation. A little hard work and research can help you *unearth the hidden gem in your community!*

Getting Started

The first step in *historical research* is almost always *documentation*; that is, tracing the history of the building or other historic resource of interest. Whether your goal is to pursue a nomination to the Register of Historic Places, to place a historical marker at a site, or simply to satisfy your curiosity about something important to the history of your community, you might need a *few tips on where to begin* your research and on what types of sources are available. Though these tips focus on buildings rather than other types of historic resources, many of them are applicable to all types.

The Building

Start with the building itself. Examine it carefully, both inside and out. Take precise notes on its current appearance: the building materials, style, and shape, as well as the number and *style of windows and chimneys* and the *appearance and material of the roof*. Some basic roof types can be seen below. All of these features may be clues to the *date of construction*.



Gable



Hip



Offset Gable



Truncated Hip



A-Frame



Pyramidal



Flat



Gambrel

The Occupant

Another preliminary source of information is the people that have lived, worked, gone to school, or worshipped in or around the building. Talk to the *owners* or *occupants*, both current and former, and ask them questions. Who built it? Why? Who was the *architect* or builder? Have there been any *alterations*? When and why did they occur? Ask to see and make copies of any old *photographs*, papers, etc. that will assist you in determining the history of the building.

The Documents

Many types of documents can help you *trace the history of the building* - from deeds and tax records in the County Recorder's Office to printed maps in the County Public Works Agency Survey and Mapping Division, and published city directories in libraries and archives. Begin with those outlined below.

County Recorder's Office

County Recorder's Office can provide you with a chain of title to establish the history of ownership of the property. You will need the name of the current owner and the current address to begin your search. Don't be afraid to ask for help. For very old properties, you may be end up the county of state archives. Other types of documents that you may be able to locate at the County Recorder's Office, include wills and probate records; these can also be of assistance if you have a break in the chain of title. Building permits did not exist until the late nineteenth century, but if you are researching a twentieth century property, these can be valuable. County Assessor's Records are also valuable when determining the estimated age of a building. Most, importantly, take good notes. Knowing where you got a piece of information, down to the book and page number, will come in handy later.

Plans and Permits

Architectural plans, like building permits, are probably not available unless you are working with a relatively recent and sophisticated building. But if they do exist, they can be a marvelous resource, showing detailed floor plans, measurements and even placement of windows and doors.

Maps

Maps can be particularly useful when researching historic buildings. From the 1870s to about 1950, the Sanborn Fire Insurance Company periodically issued maps detailing the buildings in cities and towns. These color-coded maps show street names and addresses and provide information about the size of a building, its construction materials, and even details about plumbing and electrical systems. Start with the most recent map for your area and work backward; if your building is on one map, but not on the map previously issued, there is a strong possibility it was built in the years between the publication of those two maps. These maps are available at the Museum of Ventura County, located at 100 East Main Street, Ventura CA 93001.

City and County Directories

City and County directories list the names, addresses, and occupations of adult residents of a political subdivision in which that person, business, etc. was located and usually list businesses and addresses as well. Directories usually are organized both alphabetically by last name, as well as addresses by street, so the history of a property can be traced through its address, not just through its owner. Note that addresses change over time, 123 Main Street may not be at the same location as it was 75 years ago. Microfiche city directories can often be found in county libraries and historical societies.

Published Histories

Published town or county histories, though of widely varying quality, often provide valuable information on the development of a city, town, or county. The typical county history will rarely address a particular building unless it was significant to the community as a whole, such as a courthouse, railroad depot, church, or school. Such histories can often be found in county libraries.

United States Census

The United States Census, available for every year ending in "0" from 1790 to 1940 (except 1890), provides information about individual households, including the head and size of the household and also (beginning in 1850) information about every individual living in a household, including his or her birthplace, occupation, education, and amount of property owned. Slave schedules for 1850 and 1860

provide information on the numbers of slaves an individual owned. Agricultural and industrial schedules for 1850, 1860, 1870, and 1880 list the types of crops, livestock, and products produced on a farm or plantation and the number of employees and types of products manufactured by a business.

Newspapers

Newspapers can provide rewarding information if you have the time and patience to review them. They usually are not indexed, however, and you may spend a great deal of time reading the newspaper for little to no information directly related to your search. They are most useful if you can identify a very small period of time to research or a specific date, such as the death date of an individual, whose obituary may be a valuable source. They provide information related to the owner or occupant of a building, the construction and opening of public buildings, churches, or businesses, or major events, such as floods, fires, hurricanes, or other local disasters that might have changed the built environment. Newspapers are usually available in county or university libraries, and local archives or historical societies, often on microfilm. The Oxnard Public Library also has a large newspaper collection. Research of the Oxnard Press Courier newspaper (and its earlier names) is available on the following online historical newspaper site:

<https://sites.google.com/site/onlinenewspapersite/Home/usa>

State Office and University

The South Central Coastal Information Center (SCCIC) at California State University Fullerton is one of twelve regional information centers that comprise the California Historical Resources Information System (CHRIS). CHRIS works under the direction of the State Parks Office of Historic Preservation and the State Historic Resources Commission to supply information on historic resources (e.g. location, age, size, age, etc.) and surveys within Ventura, Los Angeles, and Orange Counties per CHRIS standards. Information about historical resources is maintained in various forms such as 7.5 USGS Quadrangle Maps, historical resource records and reports, and computerized data. The SCCIC website is:

<https://anthro.fullerton.edu/sccic>

A fee is charged for maintaining the information and any assistance provided.

Content adapted from the South Carolina State Historic Preservation Office Document titled, "Finding Historic Gems: Researching the History of Your Historic Property" (2012)



Información Pública - Revisión del Patrimonio Cultural

County of Ventura • Resource Management Agency • Planning Division

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

Certificado de Adecuación

Un Certificado de Adecuación (COA) es una autorización emitida por la Junta de Patrimonio Cultural (CHB) o el personal de apoyo de acuerdo con los criterios adoptados por la CHB. Un COA indica que el *mantenimiento propuesto, la alteración, la restauración, la rehabilitación, la remodelación, las adiciones, el cambio de uso, la demolición, la reubicación o la subdivisión* de un sitio patrimonio cultural designado no afectarán negativamente sus valores de patrimonio cultural ni comprometerán indebidamente la elegibilidad de un posible sitio para convertirse en un sitio patrimonio cultural designado..



Neo-Classical Architecture
Carnegie Library in Oxnard, CA

Categorías de Recursos Históricos

Los Edificios, estructuras, objetos y sitios dentro de un distrito histórico u otro sitio de recursos culturales son normalmente se divide en dos categorías: *contribuyentes* y no contribuyente. En términos generales, un edificio o estructura se clasifica como *contribuyente si se suma a la carácter histórico o integridad de un sitio de recursos culturales/distrito*. Se considera no cotizante cuando lo hace no se suman al carácter histórico o la integridad de la sitio/distrito de recursos culturales. En general, cualquier edificio o estructura de menos de cincuenta años se considera como no contribuyente. Aunque la principal preocupación de la CHB es proteger los edificios históricos, los cambios en los edificios más recientes pueden tener un efecto

significativo en las características que definen el carácter del distrito histórico y el carácter del recurso tal como apareció durante su período de importancia histórica. Estructuras contributivas o no contributivas ubicadas dentro de un distrito histórico o en un recurso cultural sitio se revisan a través del mismo proceso que el trabajo en edificios históricos designados. Esto asegura que cualquier cambio propuesto a una estructura *no tiene un impacto negativo en sí mismos o en el entorno* área.

Se requieren COA para las siguientes categorías de sitios y aplicaciones: puntos de referencia, distritos, Demolición de Sitios de Mérito, Demolición de Sitios potenciales y patrimonio cultural designado Sitios que buscan un permiso de desarrollo planificado de conformidad con la Sección 8107-37 del Condado de Ventura Ordenanza de Zonificación No Costera. (§1371-1)

Certificado de Revisión (COR)

El CHB o el personal de apoyo emite un Certificado de revisión (COR) de acuerdo con los criterios adoptados por el CHB (§1372-2) para el cual se recibe una solicitud de permiso *para construir, cambiar, alterar, modificar o remodelar* un Sitio de Mérito o potencial Sitio de Patrimonio Cultural de una manera que afecta las características exteriores que definen el carácter o la integridad del sitio. *Utilizando las Normas del Secretario del Interior* como guía, el CHB (o el personal de apoyo) revisa y comenta la solicitud de permiso y asesora al solicitante sobre los efectos de la(s) acción(es) propuesta(s) en un Sitio de Mérito o un Sitio de Patrimonio Cultural potencial.

¿Cómo se aprueba un COA/COR?

Dependiendo del tipo de trabajo propuesto y su impacto potencial sobre el recurso histórico, los COA/COR se aprueban de dos maneras diferentes: revisión administrativa y aprobación de la Junta de Patrimonio Cultural (CHB). La mayoría de los COA/COR requieren la aprobación del CHB; sin embargo, el CHB ha delegado autoridad al personal para aprobar algunos tipos menores de modificaciones, como volver a techar usando materiales similares, cercas en los patios traseros y patios y cubiertas de madera para patios que no son visibles desde la calle. La información general sobre estos dos tipos de aprobación se encuentra en la siguiente página.

Revisión administrativa - Aprobación del personal

- No se requiere ninguna reunión pública o aviso público.
- Los documentos requeridos incluyen una solicitud, plano del sitio, plano de planta, elevaciones, fotos y cualquier información adicional que se considere necesaria con las tarifas requeridas para el personal de CHB. (Consulte la Lista de verificación para presentar un COA/COR)
- La revisión administrativa de COA/COR se completa cuando el personal de CHB determina que el trabajo propuesto cumple con la Ordenanza de CHB, las Normas del Secretario del Interior, también conocidas como Las Normas, y la resolución de aprobación administrativa de CHB. El personal puede establecer cualquier condición en una solicitud aprobada para garantizar el cumplimiento de la Ordenanza y las Normas adoptadas. Si se aprueba el trabajo propuesto, se emitirá un COA/COR administrativo, generalmente dentro de uno a tres

días hábiles.

- Si se determina que una solicitud no cumple con la Ordenanza de CHB, las Normas del Secretario del Interior y la resolución de aprobación administrativa de CHB, el personal de CHB brindará asistencia técnica al solicitante para garantizar el cumplimiento. Si un solicitante no está dispuesto a realizar modificaciones a la propuesta presentada, la solicitud se enviará al CHB para su consideración de acuerdo con los procedimientos para la revisión de los miembros de la Junta.
- El propietario o solicitante obtiene cualquier otro permiso ministerial necesario.
- El certificado vence en un año, pero puede renovarse si es necesario.
- Comuníquese con el personal de CHB de inmediato si los planes cambian durante la construcción. Los cambios a menudo son acomodados por el personal.

Revisión de la Junta de Patrimonio Cultural

- Requiere audiencia pública

- Las reuniones se llevan a cabo el segundo y cuarto lunes de cada mes a la 1:15 pm en el Centro de Gobierno del Condado de Ventura, Sala de Administración (la fecha y la ubicación de la sala de reuniones están sujetas a cambios).
- Se recomienda que los solicitantes programen una cita con el personal de CHB para discutir el proyecto antes de enviar una solicitud. Los documentos requeridos incluyen una solicitud, plano del sitio, plano de planta, elevaciones, fotos y cualquier otra documentación que el personal determine necesaria con las tarifas requeridas. (Consulte la Lista de verificación para presentar un COA/COR) Las solicitudes deben presentarse con toda la documentación pertinente al menos quince días calendario antes de la reunión programada regularmente.
- El personal de CHB preparará comentarios escritos y recomendaciones para la acción. Las revisiones del personal pueden enviarse a través de otros departamentos para solicitar comentarios relacionados con otras reglamentaciones u ordenanzas que puedan aplicarse.
- Se pueden enviar copias del informe del personal a los solicitantes, asociaciones de vecinos y cualquier parte interesada antes de la audiencia pública.
- Se aconseja al solicitante que asista a la audiencia pública de CHB para presentar información a los miembros de CHB. Si el solicitante no puede asistir a la reunión, se puede enviar un representante para presentar información y responder preguntas.
- El CHB puede aprobar, aprobar con modificaciones del solicitante, denegar o continuar el proyecto para una futura audiencia pública.
- Si el CHB o el personal encuentran que la solicitud es inadecuada para tomar las medidas apropiadas en un caso,

la solicitud será devuelta al solicitante. Los miembros de CHB pueden solicitar a un solicitante que proporcione cualquier información adicional que consideren necesaria para tomar una decisión justa y equitativa.

- Si se deniega una solicitud, el CHB declarará sus conclusiones de denegación. Estos resultados se proporcionarán al solicitante por escrito. Una parte agraviada puede apelar una denegación ante la Junta de Supervisores mediante la presentación de una solicitud de apelación ante el Director de Planificación dentro de los diez días calendario (o el siguiente día hábil si el décimo día cae en fin de semana o feriado) de dicha decisión.
- Si se aprueba una solicitud, se emitirá un COA. El CHB tiene la autoridad para establecer cualquier condición en una solicitud aprobada para garantizar el cumplimiento de las pautas adoptadas y los Estándares.
- El propietario o solicitante deberá obtener cualquier otro permiso necesario.
- El COA/COR vence en un año, pero puede renovarse, si es necesario.
- Comuníquese con el personal de CHB de inmediato si los planes cambian durante la construcción. Los cambios a menudo son acomodados por el personal.

Contact

CHB website:

<https://vcma.org/en/cultural-heritage-board>

Dillan Murray, Program Planner

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Attachment D –
Cultural Heritage Board
Priorities

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
1	HIGH	On-going	Implement Mills Act Program self-certification process.	<p>This is an ongoing annual goal.</p> <p>Periodic inspections by County staff are required by state law to ensure proper maintenance of a property with an approved Mills Act Contract. County staff must inspect the property prior to entering into a Mills Act contract with a property owner, and conduct interior and exterior inspections every 5 years thereafter.</p> <p>In addition, the owner of a property with an approved Mills Act Contract is required to complete the County’s annual reporting form and pay the annual contract administration fee by February 15th of each year.</p>	<p>CHB staff created a Mills Act Program-specific webpage located at: https://vcrma.org/en/mills-act-program</p> <p>CHB staff created a Self-Certification instructions webpage located at: https://vcrma.org/en/mills-act-self-certification</p> <p>CHB staff issued reminder notifications to Mills Act Contract holders of the self-certification process (for completion by February 15th of the following year).</p>
2	HIGH	On-going	Provide training opportunities for the Cultural Heritage Board on both general historic preservation topics and internal review processes.	<p>Annual training opportunities are provided, including online webinars and resources.</p> <p>CHB staff will continue this goal into the 2023-2024 period.</p>	<p>The opportunity to attend the annual California Preservation Foundation conference is offered to Cultural Heritage Board members and CHB staff.</p> <p>CPF training recordings are regularly offered to CHB</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
					<p>members, including the following:</p> <ul style="list-style-type: none"> • Brown Act training, CPF, webinar, January 2023; • Secretary of the Interior’s Standards Seminar: A Primer to the Standards as they Apply to Buildings and Landscapes, CPF, webinar, July 2023; and • Historic Sites and Revitalization - Part 2: Financial Incentives, CPF, webinar, September 2023.
3	HIGH	On-going	Provide training to Resource Management Agency Divisions (e.g. Building and Safety and Code Compliance divisions) on the review process for permit requests at designated or potentially eligible cultural heritage sites.	This training/outreach is intended to ensure other Resource Management Agency divisions (e.g. Building and Safety and Code Compliance Divisions) and staff are aware of the required cultural heritage review process.	In October 2023, cross-training was conducted within the Planning Division on cultural heritage review. This training was recorded and uploaded to Planning Division files as an on-demand resource. This

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
				This goal will continue into the 2023-2024 reporting period.	training will be shared with other RMA divisions on an ongoing basis.
4	HIGH	On-going	Provide training to Planning Division staff on historic preservation standards and guidelines, the Cultural Heritage Ordinance, application procedures, permitting procedures, Section 106 review, and all areas related to the day-to-day running of the Cultural Heritage Program.	Periodic training of other Planning Division staff on these topics is ongoing.	In October 2023, cross-training was conducted within the Planning Division on cultural heritage review. This training will be repeated for all new Planners in their first weeks of employment. CHB staff will continue to schedule trainings with new Planning Counter staff on the cultural heritage review process on an as-needed basis.
5	HIGH	On-going	Satisfy annual CLG goals and objectives.	The CHB annually reviews the CLG goals described in the CLG report.	The CHB will review and comment on the draft Annual CLG Report before submission to the State Office of Historic Preservation.

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
6	MEDIUM	On-going	Develop web content for individual Ventura County Landmarks and Points of Interest.	<p>The County’s Historic Preservation Plan (adopted December 2000) includes goals related to the Cultural Heritage Program. One such goal is to foster an awareness and appreciation of Ventura County’s rich history and variety of cultural resources among both residents and visitors and among cities.</p> <p>This goal will continue into the 2023-2024 reporting period.</p>	<p>In summer 2023, a Planning Division intern began creating web content (both text and photo) for these County resources. Those pages, when available, will be linked on the Cultural Heritage Program webpage: https://vcrma.org/en/vc-landmark-inventory.</p>
7	MEDIUM	On-going	Continue to expand the breadth of online historical data available to the public on the Planning Division website.	<p>This includes adding items such as GIS maps, scanned DPR forms, new historic surveys, and historic photographs, as well as links to Ventura County properties listed in the National and State Registers.</p> <p>This goal will continue into the 2023-2024 reporting period.</p>	<p>Planning staff began an inventory of digital scans of HABS photography that was linked on the Cultural Heritage Program webpage: https://vcrma.org/en/historic-american-buildings.</p> <p>County staff developed an online interactive map of all Ventura County Landmarks and Points of Interest launched on the CHB webpage. Planning Division staff began developing Landmark-specific webpages</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
					with photos and content to be linked from the online interactive map with the assistance of an intern in summer 2023. Those pages, when available, will also be linked on the Cultural Heritage Program webpage: https://vcrma.org/en/vc-landmark-inventory .
8	MEDIUM	Summer 2023	Install an informational display booth at the Ventura County Fair. The Fair will be held August 2024.	<p>Displays and brochures from past years are now stored with the Planning Division.</p> <p>The display boards and flyers will be used again at the August 2024 County Fair and potentially other events as appropriate.</p>	<p>County staff and Cultural Heritage Board members developed new display boards and program flyers/handouts in summer 2023. The materials were used in the August 2023 Ventura County Fair, where they won a third-place award.</p> <p>The materials were utilized again as part of public outreach at an October 2023 150th County of Ventura community Anniversary event.</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
9	MEDIUM	On-going	<p>Develop a Preservation Award Program.</p> <p>The CHB may identify and award preservation certificates to deserving recipients as desired on a timeline to be determined.</p>	<p>In past years, the CHB issued preservation awards to property owners of successful rehabilitation projects. The program was intended to award good treatment practices and promote the field of historic preservation. Additionally, awards may be listed on the CHB website.</p>	<p>CHB staff coordinated revisions to the preservation award templates used previously.</p>
10	MEDIUM	As opportunities arise	<p>Pursue grant opportunities to support the Cultural Heritage Board Program.</p>	<p>Each year, the California Office of Historic Preservation administers the Certified Local Government (CLG) Grant Program. Through the CLG Program, local governments receive federal grants to assist with historic preservation programs.</p> <p>CLG Program funding or other grant sources could support the installation of plaques at County landmarks or honorariums for guest speakers who present at CHB hearings as subject matter experts on the diverse heritage of the County, or other efforts to share and preserve local history.</p>	<p>This is a new goal for the 2023-2024 reporting period.</p>
11	MEDIUM	On-going	<p>Hold a Cultural Heritage Board guest speaker series titled “A</p>	<p>This is an effort that began during the 2022-2023 reporting period. Guest</p>	<p>This is a new goal for the 2023-2024 reporting period.</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
			Shared History: Diverse Voices Across Ventura County”	<p>speakers that include experts and scholars of local historic resources have been invited to speak at a public hearing before the Cultural Heritage Board.</p> <p>Speakers are video recorded and sessions are uploaded to landmark files for eventual hosting on the Cultural Heritage Board website.</p> <p>Prior to each speaker session, a handout and flyer will be designed by staff and widely distributed to promote the session on Ventura County social media channels and encourage awareness within the community. In addition, a press release will be developed and shared with local media outlets to maximize visibility.</p> <p>This series is in line with the County’s goal to foster an awareness and appreciation of Ventura County’s rich history and variety of cultural resources among both residents and visitors. The planned speaker series will especially encourage dialogue and question and answer sessions (Q&A) with each speaker to facilitate public education surrounding these topics.</p>	<p>A guest speaker session was held on the historic Japanese Cemetery (Ventura County Landmark #18) during the reporting period. Two additional guest speakers have been scheduled for the 2023-2024 period to cover the topics of the historic Timber School (Ventura County Landmark #166) in Newbury Park and the Mexican land grant of Rancho Guadaluca. Sessions are video recorded and are planned to be hosted on the CHB website.</p> <p>In addition, CHB staff is preparing for a guest speaker who will present in a public forum in May 2024 during Historic Preservation Month.</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
12	LOW	On-going	Inventory and screen County of Ventura-owned properties and Public Works Capital Improvement Projects for the presence of designated or potentially eligible cultural heritage sites.	<p>Planning Division long range planning staff review the Capital Improvement Projects list each spring.</p> <p>CHB staff will coordinate with Planning Division staff as necessary to review the Capital Improvement Projects list when it is made available.</p>	The CIP list was reviewed in spring 2023 and information on designated and potentially eligible Cultural Heritage Sites was provided to Public Works Agency staff.
13	LOW	As staff resources are available.	De-list County Landmarks and Sites of Merit within unincorporated areas that no longer exist or do not meet established integrity standards.	<p>Dependent on staffing and cost.</p> <p>De-Listing is not considered a project under CEQA, so no environmental review is required.</p> <p>Staff estimates there are approximately 11 County landmarks eligible for de-listing across both the unincorporated County area and cities.</p>	<p>Task completed.</p> <p>In July 2023, staff conducted a comprehensive review of Ventura County Landmarks to determine sites potentially eligible to be downgraded due to prior demolition; three eligible Landmarks were identified within the unincorporated Ventura County. In October 2023, the three identified Landmarks were downgraded to Points of Interest and internal and public-facing lists and resources were updated accordingly.</p>

DRAFT CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2023 – September 30, 2024

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROGRAM TASK	DESCRIPTION	ACTION TAKEN IN THE CURRENT REPORTING YEAR
14	LOW	Unknown	Create an architectural design guide handout similar to the one used by Rehab Riverside Right for the Oxnard Historic District.	When a Planning intern is available with desktop publishing skills, photos of the applicable district architectural styles can be taken, and text revised and adapted to fit the context of the Oxnard Historic District.	This goal was not accomplished. It will continue as a 2023-2024 goal.