



## **BENICIA HISTORIC PRESERVATION REVIEW COMMISSION REGULAR MEETING AGENDA**

**City Hall Commission Room  
Thursday, March 26, 2015  
6:30 P.M.**

### **I. OPENING OF MEETING**

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**
- C. Reference to Fundamental Rights of Public** - A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia's Open Government Ordinance.

### **II. ADOPTION OF AGENDA**

### **III. OPPORTUNITY FOR PUBLIC COMMENT**

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda that is within the subject matter jurisdiction of the Historic Preservation Review Commission. State law prohibits the Commission from responding to or acting upon matters not listed on the agenda. Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on commissioners, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

- A. WRITTEN COMMENT**
- B. PUBLIC COMMENT**

### **IV. CONSENT CALENDAR**

Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the Historic Preservation Review Commission or a member of the public by submitting a speaker slip for that item.

- A. [APPROVAL OF MINUTES OF FEBRUARY 26, 2015 REGULAR MEETING](#)
- B. [VON PFISTER GENERAL STORE NOMINATION TO NATIONAL REGISTER OF HISTORIC PLACES](#)
- [HPRC LETTER OF SUPPORT](#)
  - [HPRC RESOLUTION NO. 12-13](#)
  - [CITY COUNCIL RESOLUTION 13-2](#)
  - [EMAIL FROM COMMISSIONER VON STUDNITZ](#)

**PROPOSAL:**

On February 26, 2015 the City of Benicia received notification from the California State Office of Historic Preservation that the nomination of the Von Pfister General Store to the National Register of Historic Places will be considered at the next quarterly meeting of the State Historical Resources Commission (SHRC) on Wednesday, April 29, 2015 at 9:00 a.m. in the National Training Center at Liberty Station, 2875 Dewey Road in San Diego.

**Recommendation:** Endorse the nomination of the Von Pfister General Store to the National Register of Historic Places and authorize the Chair to sign a letter of support.

- C. [DESIGN REVIEW FOR A RESIDENTIAL FOUNDATION, ADDITION, AND DETACHED GARAGE AT 470 WEST J STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA](#)

15PLN-00009 Design Review  
470 West J Street  
APN: 0089-031-030

**PROPOSAL:**

The property owners, Maureen and Tom Carroll, request design review approval to install a building foundation, construct a building addition on the rear of the existing residence, demolish an existing detached garage, and construct of a new garage along the alley at the rear of the property. The subject building is a contributing structure in the Downtown Historic District.

**Recommendation:** Approve the design review request to install a building foundation, construct a building addition, demolish an existing outbuilding and construct a new garage along the alley of 470 West J Street based on the findings and conditions of approval set forth in the draft resolution, after a determination that the project is categorically exempt from CEQA.

**V. REGULAR AGENDA ITEMS**

**A. DESIGN REVIEW FOR EXTERIOR ALTERATIONS AND ADDITION AT 130 WEST E STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

15PLN-00006 Design Review  
130 West E Street  
APN: 0089-174-020

**PROPOSAL:**

The applicant, Jimi Dunlop, requests Design Review approval to modify the existing commercial building to construct a residential and garage addition, construct a deck and stairs, remove an existing accessory building, replace existing corrugated metal roof with composite shingles, and alter materials on the front (north) and side (west) facades of the building. The subject property is listed as a non-historic building in the Downtown Historic District.

**Recommendation:** Approve the design review request to modify the exterior of the commercial building and remove an existing accessory structure at 130 West E Street based on the findings and conditions of approval set forth in the draft resolution, after a determination that the project is categorically exempt from CEQA.

**B. DESIGN REVIEW FOR MODIFICATION OF FRONT ENTRANCE, INCLUDING REPLACEMENT OF FRONT DOOR AT 122 EAST J STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

15PLN-000013 Design Review  
122 East J Street  
APN: 0089-051-160

**PROPOSAL:**

The property owner, St. Paul's Episcopal Church requests after the fact design review approval for alterations to the building entrance and replacement of a wood front door with a fiberglass door on the rectory building, 122 East J Street. The subject building is a landmark structure in the Downtown Historic District.

**Recommendation:** Deny the Design Review application to approve after the fact modification of the front entrance, including replacement of a wood front door with a fiberglass door, on the Rectory and direct the applicant to restore the entrance to its previous condition for St. Paul's Episcopal Church, 122 East J Street, based on the findings set forth in the draft resolution.

C. **STATUS OF MILLS ACT PROGRAM**

**PROPOSAL:**

The Mills Act Program, enacted by the State of California in 1972, encourages the restoration and preservation of qualified historic buildings through economic incentive and authorizes its implementation by local governments. In 2003, Council approved the City of Benicia Mills Act Program and assigned initial review and recommendation of Mills Act Contract applications to the Historic Preservation Review Commission (Resolution No. 03-12). The City has 37 active Mills Act Contracts. At the November 18, 2014 City Council meeting, the City Council approved two Mills Act Contracts which were anticipated to be the last two contracts approved under the program's current threshold that the program not cost the City (in staff time and reduced property tax revenue) more than \$35,000 annually. The Council directed staff to provide a status of the program along with an assessment of the benefits to the City of supporting a Mills Act Program. Staff is presenting this item to the Historic Preservation Review Commission for a recommendation to City Council on the future of the program.

**Recommendation:** Review the status of the City of Benicia's Mills Act program, evaluate staff's recommendation for long-term sustainability of the Mills Act Program and provide a recommendation to City Council

D. **CLG GRANT APPLICATION - 2015**

**PROPOSAL:**

The City Council will discuss its strategic priorities on March 24, 2015 including the Community Development Department's recommendation that an update to the DHCP be designated as a strategic priority, contingent upon grant funds to support the work. If the City Council prioritizes the DHCP update, staff will move forward quickly with an application to the California Office of Historic Preservation (OHP) for a Certified Local Government (CLG) Grant. Grants are awarded in an amount up to \$40,000 and require a city match (funds or in kind). Design Guidelines and Preservation Plans are qualified projects. The application period for the 2015-2016 California CLG Grants closes on Monday, April 20, 2015.

**Recommendation** Designate one or two commissioners to review the grant application. The HPRC designee will be most helpful if he or she has experience in applying for and administering grants and is able to turn around a quick review to staff.

**VI. COMMUNICATIONS FROM STAFF**

**VII. COMMUNICATIONS FROM COMMISSIONERS**

**VIII. ELECTION OF OFFICERS**

**IX. ADJOURNMENT**

**Public Participation**

The Benicia Historic Preservation Review Commission welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The Historic Preservation Review Commission allows speakers to speak on agendized and non-agendized matters under public comment. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the Historic Preservation Review Commission.

Should you have material you wish to enter into the record, please submit it to the Commission Secretary.

**Disabled Access**

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the ADA Coordinator at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**Meeting Procedures**

All items listed on this agenda are for Commission discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action the Commission may take.

The Historic Preservation Review Commission may not begin new public hearing items after 11 p.m. Public hearing items, which remain on the agenda, may be continued to the next regular meeting of the Commission, or to a special meeting.

Pursuant to Government Code Section 65009; if you challenge a decision of the Historic Preservation Review Commission in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the Historic Preservation Review Commission at, or prior to, the Public Hearing. You may also be limited by the ninety (90) day statute of limitations in which to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

Appeals of Historic Preservation Review Commission decisions that are final actions, not recommendations, are considered by the Planning Commission. Appeals must be filed in the

Community Development Department in writing, stating the basis of appeal with the appeal fee within 10 business days of the date of action.

**Public Records**

The agenda packet for this meeting is available at the City Clerk's Office, the Benicia Public Library and the Community Development Department during regular working hours. The Community Development Department is open Monday through Friday (except legal holidays), 8:30 a.m. to 5 p.m. (closed from noon to 1 p.m.). Technical staff is available from 8:30 - 9:30 a.m. and 1:00 - 2:00 p.m. only. If you have questions/comments outside of those hours, please call 746-4280 to make an appointment. To the extent feasible, the packet is also available on the City's web page at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us) under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the Community Development Department's office located at 250 East L Street, Benicia, or at the meeting held in the City Hall Commission Room. If you wish to submit written information on an agenda item, please submit to Suzanne Thorsen, Commission Secretary, as soon as possible so that it may be distributed to the Historic Preservation Review Commission.