



BENICIA HISTORIC PRESERVATION REVIEW COMMISSION REGULAR MEETING MINUTES

City Hall Commission Room
Thursday, June 25, 2015
6:30 P.M.

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Roll Call of Commissioners

Present: Commissioners Delgado, Haughey, Macenski, Trumbly
and Chair Van Landschoot
Absent: Commissioners McKee and von Studnitz

Staff Present: Christina Ratcliffe, Community Development Director
Suzanne Thorsen, Senior Planner/ Recording Secretary

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

On a motion of Commissioner Trumbly, seconded by Commissioner Macenski, the consent calendar was approved by the following vote:

Ayes: Commissioners Delgado, Haughey, Macenski, Trumbly and
Chair Van Landschoot
Noes: None
Absent: Commissioners McKee and von Studnitz
Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN COMMENT - None.

- B. **PUBLIC COMMENT** – Donna Beth Weilenman expressed appreciation for continued readership of the Benicia Herald.

IV. CONSENT CALENDAR

On a motion of Commissioner Macenski, seconded by Chair Van Landschoot, the consent calendar was approved by the following vote:

Ayes: Commissioners Delgado, Haughey, Macenski, Trumbly and Chair Van Landschoot
Noes: None
Absent: Commissioners McKee and von Studnitz
Abstain: Haughey (Item B)

A. APPROVAL OF MINUTES OF MAY 28, 2015 REGULAR MEETING

- B. **MILLS ACT CONTRACT REVISION FOR THE PROPERTY AT 1025 WEST SECOND STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**
1025 West Second Street
APN: 0087-162-080

PROPOSAL:

The property owners, Carla and Paula Chiotti, request approval to modify the Mills Act Contract for the historic property located at 1025 West Second Street by removing the work plan items to replace the front door and rear yard fence as required in Exhibit C: Architectural Rehabilitation and/or Restoration” of the Contract.

Recommendation: Continue the hearing to August 27, 2015

V. REGULAR AGENDA ITEMS

- A. **DISCUSSION ITEM – HISTORIC PRESERVATION REVIEW COMMISSION RULES AND PROCEDURES**

PROPOSAL:

In April, 2015 staff requested that the Commission identify topics of interest for training. Staff is presenting an overview of the HPRC Rules and Procedures.

Ms. Thorsen made a presentation of the HPRC’s Rules and Procedures. Commissioners inquired about the consent calendar, the primary staff point of contact, requirements for regular attendance, presenting questions through the Chair, and amendments to pending motions. Ms.

Ratcliffe provided clarification on the Commission's questions and noted that staff would look into attendance requirements.

VI. COMMUNICATIONS FROM STAFF

Ms. Thorsen updated the Commission on the Certified Local Government Grant application for 2015-2016.

Ms. Ratcliffe discussed upcoming changes to staffing in the Community Development Department.

VII. COMMUNICATIONS FROM COMMISSIONERS

Chair Van Landschoot provided a summary of Office of Historic Preservation Workshop in Placerville on economic benefits of historic preservation and expressed an interest in sharing information with the City Council.

Chair Van Landschoot inquired about the upcoming City Council discussion of the Mills Act program.

VIII. ADJOURNMENT

Chair Van Landschoot adjourned the meeting at 7:15 p.m.