

**DRAFT**



**BENICIA HISTORIC PRESERVATION REVIEW COMMISSION  
REGULAR MEETING MINUTES**

**City Hall Commission Room  
Thursday, June 26, 2014  
6:30 P.M.**

**I. OPENING OF MEETING**

**A. Pledge of Allegiance**

**B. Roll Call of Commissioners**

Present: Commissioners Haughey, McKee, Trumbly, von Studnitz  
and Chair Delgado

Absent: Commissioner Van Landschoot (excused)

Staff Present: Suzanne Thorsen, Associate Planner  
Amy Million, Principal Planner/Recording Secretary

**C. Reference to Fundamental Rights of Public**

**II. ADOPTION OF AGENDA**

On a motion of Commissioner Haughey, seconded by Commissioner von Studnitz, the Agenda was approved by the following vote:

Ayes: Commissioners Haughey, McKee, Trumbly, von Studnitz, and Chair  
Delgado

Noes: None

Absent: Commissioner Van Landschoot

Abstain: None

**III. OPPORTUNITY FOR PUBLIC COMMENT**

**A. WRITTEN COMMENT**

None

**B. PUBLIC COMMENT**

None

**IV. CONSENT CALENDAR**

On a motion of Commissioner von Studnitz, seconded by Commissioner Haughey, the Consent Calendar was approved by the following vote:

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

**A. APPROVAL OF MINUTES OF APRIL 24, 2014 REGULAR MEETING**

**V. REGULAR AGENDA ITEMS**

**A. DISCUSSION ITEM – DOWNTOWN HISTORIC CONSERVATION PLAN (DHCP)**

Ms. Thorsen provided a brief introduction to the discussion item.

Public comment was opened.

Ryan Houseman stated that after reading the DHCP, he found it to be very confusing. He responded to various questions from the Commission with regard to any historic status notification they received when they bought their home

The Commission discussed the strengths and weakness of the DHCP, noting that it is not concise and is in conflict with other city plans as well as the Secretary of Interior Standards. Commissioners suggested providing a concise summary table for reference.

The Commission discussed the DHCP's relationship with the Downtown Mixed Use Master Plan.

The Commission agreed that the DHCP is confusing. They discussed possible modifications to the DHCP such as modernizing it so it is easier to use and read, incorporating the appendices and adding information on the Mills Act Contract. Commission and staff discussed the layout of the DHCP and the different ways to format the Plan with regard to Chapters.

Mr. Houseman stated that the he needs clarification on the Mills Act Contract Program. He was encouraged to speak with Planning staff.

Commission agreed that the DHCP needs to be consistent with the Secretary of the Interior Standards.

The Commission and staff discussed the design review process within the DHCP.

Staff provided the next steps in the process in terms of working through the discussion items, engaging City Council and applying for potential grant funds.

Commission directed staff to agendize the strength and weakness discussion again for the next meeting.

**VI. COMMUNICATIONS FROM STAFF**

Ms. Thorsen reminded the Commission to contact her if they are not going to be able to attend a meeting.

**VII. COMMUNICATIONS FROM COMMISSIONERS**

Commissioner Haughey provided an update on the project she was working on with regard to placing a notification of historic status on the Title Report for the property. She reported that the Title companies have stated the existing recording should have worked. She will continue to work on the issue.

**VIII. ADJOURNMENT**

Chair Delgado adjourned the meeting at 7:50 p.m.