



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

**City Hall Commission Room  
Thursday, July 24, 2014  
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 JUNE 26, 2014 REGULAR MEETING](#)**

**B. DESIGN REVIEW TO CONSTRUCT A CARPORT AT 180 EAST G STREET, AFTER DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

14PLN-00035 Design Review  
180 East G Street  
APN: 0089-342-10

**PROPOSAL:**

The applicant proposes to construct an 8'x 20' carport adjacent to the east façade of the residence at 180 East G Street. The structure will be recessed approximately 15' from the front façade; the color and materials for the carport will match the home. The property is not designated as a contributing or landmark building in the Downtown Historic District.

**Recommendation:** Approve a design review request to construct a carport at 180 East G 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.

**C. DESIGN REVIEW TO MODIFY A DETACHED GARAGE AT 117 WEST I STREET, AFTER DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

14PLN-00038 Design Review  
117 West I Street  
APN: 0089-04-315

**PROPOSAL:**

The applicant proposes to modify the north façade of an existing three-car garage at to eliminate a single garage opening and add a residential door and window. The property is designated as a contributing building in the Downtown Historic District. The detached building which is the subject of this application was constructed in 1991 and does not relate to the historic character-defining features of the property.

**Recommendation:** Approve a design review request to modify the north façade of an existing three-car garage in order to eliminate a single garage opening and add a residential door and window at 117 West I 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.

**D. DESIGNATE A REPRESENTATIVE FOR THE BENICIA VULNERABILITY ASSESSMENT AND ADAPTATION PLAN STAKEHOLDER GROUP**

As of July 1, the City has launched its grant funded project to conduct a vulnerability assessment and develop an adaptation plan. As part of the initial phase of the project, staff is working with the project consultant to

identify key members of the community to sit on the Stakeholder Group. This group will be required to meet at least twice throughout the project (July 2014 – August 2015) and will help shape the scope and focus of the eventual plan as well as encourage members of the public to participate in the planning process.

**V. REGULAR AGENDA ITEMS**

**A. DISCUSSION ITEM – DOWNTOWN HISTORIC CONSERVATION PLAN - STRENGTHS AND WEAKNESSES**

**PROPOSAL:**

An update to the Downtown Historic Conservation Plan (DHCP) is included on the Commission's Priority List of Discussion Items. This topic includes several related sub-topics for discussion, beginning with an assessment of the DHCP's strengths and weaknesses. This discussion is continued from the HPRC's June 24, 2014 meeting.

**Recommendation:** Continue discussion of the strengths and weaknesses of the DHCP, then direct staff to update and retain the summary of strengths and weaknesses for informational purposes in future discussion of the DHCP and preparation of future grant applications to fund an update.

**B. DISCUSSION ITEM – DOWNTOWN HISTORIC CONSERVATION PLAN – RELATION TO HISTORIC CONTEXT STATEMENT**

**PROPOSAL:**

An update to the Downtown Historic Conservation Plan (DHCP) is included on the Commission's Priority List of Discussion Items. This topic includes several related sub-topics for discussion, including the relation of the DHCP to the Historic Context Statement, which was adopted in 2011.

**Recommendation:** Discuss the relation of the DHCP to the Historic Context Statement to identify areas relevant to an updated DHCP, then direct staff to prepare and retain summary of Commission feedback for informational purposes in preparation of future grant applications to fund an update.

**VII. COMMUNICATIONS FROM STAFF**

**VIII. COMMUNICATIONS FROM COMMISSIONERS**

**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 agendaed and non-agendaed 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.