

July 25, 2013

BENICIA HISTORIC PRESERVATION REVIEW COMMISSION

REGULAR MEETING AGENDA

City Hall Commission Room

Thursday, July 25, 2013

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.

*Any Item identified as a Public Hearing has been placed on the Consent Calendar because it has not generated any public interest or dissent. However, if any member of the public wishes to comment on a Public Hearing item, or would like the item placed on the regular agenda, please notify the Community Development Staff either prior to, or at the Historic Preservation Review Commission meeting, prior to the reading of the Consent Calendar.

A. APPROVAL OF MINUTES OF JUNE 27, 2013 REGULAR MEETING

V. REGULAR AGENDA ITEMS

A. MILLS ACT CONTRACT REVIEW FOR 145 EAST I STREET

06PLN-00010 Mills Act

145 East I Street, APN: 0089-051-110

PROPOSAL:

In October 2006, the property owner entered into a Mills Act Contract with the City of Benicia. As part of that contract, the property owner agreed to rehabilitation projects to restore the historic integrity of the home and property. Several of the rehabilitation projects identified in the contract require review of the final design by the Historic Preservation Review Commission before they are implemented. The subject request is for review of those rehabilitation projects.

Recommendation: Review and approve the proposed final designs for the retaining wall, support posts on the front porch and the addition of the trellis feature on the side yard fence.

B. DESIGN REVIEW – PORCH ADDITION AT 150 WEST I STREET

13PLN-00032 Design Review

145 East I Street, APN: 0080-140-160

PROPOSAL:

The applicant proposes to reconstruct a 456 square foot deck, located at 150 West I Street. The applicant is requesting approval of the design review because the existing deck is dilapidated. The proposed deck would be attached to the rear of the home. It would extend 19 feet from the back of the home and would be 25 feet wide. The deck consists of two levels, with a lower level less than 30 inches tall and the upper level flush to the main level of the house. The deck would be constructed of "Azek" PVC decking that has a wood-like appearance. The deck is proposed to be slate gray in color.

Recommendation: Approve a design review request to replace and expand a 465 square foot deck,

located at 150 West I Street, based on the findings and conditions of approval set forth in the draft resolution.

C. DISCUSSION ITEM – HISTORIC AWARDS

PROPOSAL:

The Commission will discuss a potential program for historic awards in an effort to highlight successful historic preservation efforts in Benicia. The discussion in regard to historic awards is part of the Commission’s Priority List of Discussion Items.

Recommendation: Discuss the topic of historic awards, take public comment, and provide direction to staff.

D. DISCUSSION ITEM – INFORMATIONAL BROCHURE

PROPOSAL:

Staff will present a preliminary draft of an informational brochure. The preparation of the brochure is part of the Commission’s Priority List of Discussion Items. The purpose of this brochure is to provide information to property owners in regard to the H Historic Overlay Districts and the City’s historic preservation programs.

Recommendation: Review and modify draft brochure, take public comment, and direct staff to bring back a final draft.

VI. COMMUNICATIONS FROM STAFF

VII. COMMUNICATIONS FROM COMMISSIONERS

VIII. 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 agenda and non-agenda 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 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

Amy Million, Commission Secretary, as soon as possible so that it may be distributed to the Historic Preservation Review Commission.



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

**City Hall Commission Room
Thursday, June 27, 2013
6:30 P.M.**

I. OPENING OF MEETING:

A. Pledge of Allegiance

B. Roll Call of Commissioners

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

Absent: None

Staff Present: Amy Million, Principal Planner/Recording Secretary
Brad Kilger, City Manager

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA:

On a motion of Commissioner Delgado, seconded by Commissioner Van Landschoot, the Agenda was approved by the following vote:

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

Noes: None

Absent: None

Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN COMMENT

None.

B. PUBLIC COMMENT

None.

IV. CONSENT CALENDAR

On a motion of Commissioner Van Landschoot, seconded by Commissioner von Studnitz, the consent calendar was approved , with minor changes noting attendance on the minutes, by the following vote:

- Ayes: Commissioners Delgado, Trumbly, Van Landschoot, von Studnitz and Chair Haughey
- Noes: None
- Absent: None
- Abstain: Commissioner McKee (absent May 23, 2013)

A. APPROVAL OF MINUTES OF MAY 23, 2013 REGULAR MEETING

V. REGULAR AGENDA ITEMS

A. MODIFICATION TO DESIGN REVIEW APPROVAL 12PLN-00054, RESOLUTION 13-2 (HPRC) TO RAISE THE HEIGHT OF THE EXISTING BY AN ADDITIONAL 8’-8” AT 1209 POLK STREET

13PLN-00029 Design Review
1209 Polk Street, APN: 0080-140-160

Staff provided an overview of the project.

The Commission requested clarification on the height limit for the district, public notification, public comment, and the reason for the additional the additional height.

Timothy Boe, architect/applicant, apologized to those commissioners who were not able to see the story pole. He provided additional information on the project including the structural issue which is triggering the need for the increase height. He further discussed the proposed design of the building.

The Commission discussed the proposed foam curtain wall material (Firestone UNAFoam) and the visual impact of the joint lines. They requested clarification from the applicant on the corner detail, texture and paint color.

RESOLUTION NO. 13-7 OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW FOR MODIFICATIONS TO THE EXISTING BUILDING AT 1209 POLK STREET (13PLN-00029)

On a motion of Commissioner McKee, seconded by Commissioner Van Landschoot, the above resolution was approved with the following

changes:

- 1) Corner details of the Polk Street façade (northeast and southeast corners) shall be submitted for review and approval by the Community Development Director. The corner details shall have a return of 10-12 inches; and
- 2) The Firestone UNAFoam material shall be of the "Southwest" texture (light stucco / sand finish) or similar smooth stucco finish; and
- 3) The UNAFoam material shall be "Regal Gray" color and match the concrete walls on the lower portions of the building,

by the following vote:

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

B. PRIORITY LIST OF DISCUSSION ITEMS

Staff provided an overview of the priority list of discussion items including the background and purpose.

The Commission began to discuss the topics from the top of the list to the bottom starting with the Strategic Plan item.

Commissioner Trumbly suggested that the City reach out to local universities with architectural history programs as possible resources for the Strategic Plan Projects.

The Commission and staff discussed the financial and staff resources needed for some of these projects. Mr. Kilger provided the Commission with information in regard to requesting funding from City Council for specified projects.

The Commission requested that staff bring discussion items forward for the Commission's considered in lieu of cancelling meetings.

The Commission removed Priority No. 3 (Historic District Boundaries) and Priority No. 2 (Update to Historic Overlay District Chapter 17.54); added Historic Awards as Priority No. 2 and added creation of historic preservation website and three-person subcommittee to Discussion Topics.

VI. COMMUNICATIONS FROM STAFF

None.

VII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Van Landschoot asked staff for an update on the HPRC membership and if any applications had been filed. Ms. Million stated that Commissioner McKee has reapplied and was not aware of any others.

VIII. ADJOURNMENT

Chair Haughey adjourned the meeting at 8:00 p.m.

AGENDA ITEM
HISTORIC PRESERVATION REVIEW COMMISSION MEETING: JULY 25, 2013
REGULAR AGENDA ITEMS

DATE : July 17, 2013

TO : Historic Preservation Review Commission

FROM : Amy Million, Principal Planner

SUBJECT : **REVIEW OF MILLS ACT CONTRACT FOR 145 EAST I STREET
REHABILITATION WORK**

PROJECT : 06PLN-00010 Mills Act
145 East I Street
APN: 0089-051-110

RECOMMENDATION:

Review and approve the proposed final designs for the retaining wall, support posts on the front porch and the addition of the trellis feature on the side yard fence.

EXECUTIVE SUMMARY:

In October 2006, the property owner entered into a Mills Act Contract with the City of Benicia. As part of that contract, the property owner agreed to rehabilitation projects to restore the historic integrity of the home and property. One of the rehabilitation projects identified in the contract was to rebuild the front retaining wall. This requires review of the final design by the Historic Preservation Review Commission before it is implemented. The subject request is for review of that proposed rehabilitation project in addition to the porch posts and trellis.

BUDGET INFORMATION:

The property has entered into a Mill Act contract which reduces the property tax paid by this property by approximately \$3,000 per year. The City of Benicia receives approximately 26% of the property taxes collected on a parcel in the City. The total loss to the City for the 2012/2013 tax year was approximately \$820. There are no additional budget impacts associated with this request.

ENVIRONMENTAL ANALYSIS:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15331, which applies to projects limited to the maintenance, repair, stabilization, rehabilitation, restoration, preservation,

conservation or reconstruction of historical resources in a manner consistent with the federal Secretary of the Interior's Standards for the Treatment of Historic Properties. Mills Act Contracts require all work performed subsequent to entering into a contract be consistent with these standards.

BACKGROUND/PROJECT DESCRIPTION:

In October 2006, Melani Sestin, owner of the residence at 145 East I Street, entered into a Mills Act Contract with the City of Benicia. As part of that contract, a rehabilitation plan was included to restore the building's historic integrity.

The rehabilitation plan "Exhibit C" of the Mills Act Contract required the following items to be completed. All work plan items were scheduled to be completed in various years starting in 2006 with all items completed by the end of 2013. The items which have been completed are indicated accordingly.

1. Level existing floors **(complete)**
2. Relocate and upgrade electric service to 200 amps and completely upgrade electricity and plumbing **(complete)**
3. Complete window replacement plan **(complete)**
4. Remove foundation skirt and replace with approved siding
5. Relocate 5 foot tall wood fence on both sides of the house extending from the residence towards the side property line **(relocation complete)**
6. Re-roof original structure **(complete)**
7. Replace/restore ogee style rain gutters **(complete)**
8. Removal of the utility porch/bath addition and portion of kitchen at the rear of the structure **(complete)**
9. Restoration of exposed channel siding and replacement/restoration of trim details
10. Rebuild the wood porch, restoring style details
11. Rebuild the retaining wall in front of the property
12. Re-paint the structure.

The items subject to this request for review are:

- Item No. 5 (review of modification to add a trellis to wood fence);
- Item No. 10 (review of modification to porch posts); and
- Item No. 11 (review of retaining wall).

The request includes the Commission's consideration of a modification to Item No. 5.; which required the relocation of the side yard fence which has since been completed. The property owner is requesting to include the addition of a trellis in the wood fence. See attached photographs.

The property owner is also requesting that the Commission review a proposed finished detail on the repair of the front porch (Item No. 10 above). Specifically, the request is for consideration of the restoration of the original porch posts discovered during demolition. See attached photographs

Resolution No. 06-10 recommended to the City Council that they authorize the City Manager to enter into a Mills Act Contract with the property owner. Condition of Approval 3c required that prior to construction of the retaining wall in the front of the property; the Historic Preservation Review Commission shall review all plans. This refers to Item No. 11 on the above list and is being presented to the Commission for their review.

The Downtown Historic Conservation Plan and Secretary of the Interior Standards for Rehabilitation require that all work is consistent with the historic integrity of the building. The project proposes to use a similar design as other existing retaining walls and trellis' in the downtown historic district. These styles are consistent with the architecture of the subject home and would not be done in a manner to create a false sense of the history. If either the retaining wall or trellis were to be removed in the future, the historic integrity of the building would not be impacted.

The request in regard to the porch posts is to restore what was originally there. The original porch posts were discovered during the construction and rehabilitation process of the front porch. As shown on the attached photographs, the original porch posts are slender and a more simple design than what is there now. This type of restoration work is appropriate.

The applicant's proposed implementation of the Contract's rehabilitation plan is consistent with the Secretary of the Interior Standards for Rehabilitation and the goals of the City of Benicia Mills Act program to encourage preservation, restoration and rehabilitation of historic properties. The proposal is also consistent with the City of Benicia General Plan Goal 3.1 which is to "Maintain and enhance Benicia's historic character."

FURTHER ACTION:

The decision of the Historic Preservation Review Commission may be appealed to the Planning Commission within ten (10) business days.

Attachments:

- Draft Resolution
- HPRC Resolution No. 06-10
- Current Rehabilitation Plan "Exhibit C"
- Applicant's Proposal and Photographs

DRAFT RESOLUTION

RESOLUTION NO. 13- (HPRC)

A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING THE DESIGN OF THE RETAINING WALL, FRONT PORCH POSTS AND SIDE FENCE TRELIS LOCATED AT 145 EAST I STREET

WHEREAS, the property at 145 East I Street is listed as a contributing building to the Historic District in the Downtown Historic Conservation Plan; and

WHEREAS, General Plan Goal 3.1 is to “Maintain and enhance Benicia’s historic character”, and preservation and rehabilitation of the contributing building at 145 East I Street is consistent with this goal; and

WHEREAS, the Historic Preservation Review Commission adopted Resolution 06-10 recommending that the City Council authorize execution of a Mills Act Contract with the property owner of 145 East I Street and required the Commission’s review of plans for rebuilding the retaining wall prior to construction;

WHEREAS, in October 2006 the property owner entered into a Mills Act Contract with the City of Benicia; and

WHEREAS, on July 2, 2013, the property owner submitted documentation of the proposed final design of the retaining wall for the Commission’s review including the proposed designs for the porch support posts and side fence trellis; and

WHEREAS, the Historic Preservation Review Commission at a regular meeting on July 25, 2013 conducted a public hearing and reviewed the proposed project;

NOW, THEREFORE, BE IT RESOLVED THAT the Historic Preservation Review Commission of the City of Benicia hereby approves the design request at 145 East I Street; and

BE IT FURTHER RESOLVED THAT the Historic Preservation Review Commission makes the following findings:

- a) This project is Categorically Exempt under Section 15331 of the California Environmental Quality Act (CEQA), which applies to projects limited to the maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the federal Secretary of the Interior’s Standards for the Treatment of Historic Properties.
- b) The project will be consistent with the Downtown Historic Conservation Plan policies and design guidelines and the Secretary of the Interior’s Standards if the conditions of approval are adhered to.

- c) The design of the project is consistent with the purposes of Title 17 of the Benicia Municipal Code.

BE IT FURTHER RESOLVED THAT the Benicia Historic Preservation Review Commission hereby approves the proposed project subject to the following conditions:

1. This approval shall expire two years from the date of approval, unless made permanent by the issuance of a building permit and the commencement of work that is diligently pursued to completion. Alternatively, the time period may be extended, by the Community Development Director, if the application for time extension is received prior to the end of the initial two year deadline and there has been no change in the City's development policies which affect the site, and there has been no change in the physical circumstances nor new information about the project site which would warrant reconsideration of the approval.
2. The plans submitted for the building permit and construction shall substantially comply with the sample board date stamped received April 15, 2013 except as modified by the following conditions. Any change from the this approval including substitution of materials, shall be requested in writing and approved by the Community Development Director, or designee, prior to changes being made in the field.
3. Any other alteration of the approved design shall be requested in writing for consideration of approval by the Historic Preservation Review Commission prior to changes being made in the field.
4. The project shall adhere to all applicable ordinances, standard plans, and specifications of the City of Benicia.
5. The applicant or permittee shall defend, indemnify, and hold harmless the City of Benicia or its agents, officers, and employees from any claim, action, or proceeding against the City of Benicia or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Historic Preservation Review Commission, Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.

* * * * *

On motion of Commissioner _____, seconded by Commissioner _____, the above Resolution was adopted at a regular meeting of the Historic Preservation Review Commission on July 25, 2013 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Toni Haughey
Historic Preservation Review Commission Chair

HPRC RESOLUTION NO. 06-10

RESOLUTION NO. 06-10 (HPRC)

**A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW
COMMISSION OF THE CITY OF BENICIA RECOMMENDING CITY
COUNCIL AUTHORIZE THE CITY MANAGER TO ENTER INTO A MILLS
ACT CONTRACT FOR THE PROPERTY LOCATED AT 145 EAST I STREET
(06PLN-10)**

WHEREAS, Melani Sesin have requested that the City of Benicia enter into a Mills Act Contract with her for the property located at 145 East I Street; and

WHEREAS, The Historic Preservation Review Commission at a regular meeting on July 27, 2006, conducted a public hearing and reviewed the proposed Mills Act Contract; and

NOW, THEREFORE, BE IT RESOLVED that the Historic Preservation Review Commission of the City of Benicia hereby recommends that the City Council authorize the City Manager to enter into a Mills Act Contract for the property located at 145 East I Street; and

BE IT FURTHER RESOLVED that the Historic Preservation Review Commission finds that:

- a) The proposed Mills Act Contract is exempt from further California Environmental Quality Act (CEQA) review, pursuant to Section 15331, which states that projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995), Weeks and Grimmer.
- b) The purpose of the Mills Act Program is to encourage the preservation, restoration and rehabilitation of historic properties within the City of Benicia.
- c) The property at 145 East I Street has been identified as a contributing building in the Downtown Historic Conservation Plan.
- d) General Plan Goal 3.1 is to "Maintain and enhance Benicia's historic character" and preservation and rehabilitation of the contributing building at 145 East I Street is consistent with this goal.
- e) All exterior work undertaken pursuant to the subject Mills Act Contract must be consistent with the Secretary of the Interior's Standards.

BE IT FURTHER RESOLVED that the Historic Preservation Review Commission hereby recommends that the City Council authorize the City Manager to enter into a Mills Act Contract for the property located at 145 East I Street subject to the following conditions:

- 1) Prior to City Council's review of the Mills Act Contract for the property located at 145 East I Street, a Mills Act Monitoring Plan shall be approved and implemented by the Historic Preservation Review Commission.
- 2) The property located at 145 East I Street is subject to inspections and annual reporting to determine the Owner's compliance with the terms and provisions the Historical Property Preservation Agreement.
- 3) Exhibit C (Schedule of Stabilization and Rehabilitation Work) of the Historical Property Preservation Agreement between Melani Sesin and the City of Benicia shall be modified as follows:
 - a) Relocate and upgrade electric service to 200 amps and completely upgrade electricity and plumbing.
 - b) Exclude the construction of the 354 square foot addition to the rear from the work plan.
 - c) Rebuild the retaining wall in front of the property. Prior to construction the Historic Preservation Review Commission shall review all plans.
 - d) The structure shall be repainted.

On motion of Commissioner Dean, seconded by Commissioner Conlow, the above Resolution was adopted at a regular meeting of the Historic Preservation Review Commission on July 27, 2006 by the following vote:

Ayes: Commissioners Conlow, Dean, Delgado, Haughey, White, Wilson and Chair Donaghue

Noes: None

Absent: None

Abstain: None

Gina D. Eleccion
Historic Preservation Review Commission Secretary

CURRENT REHABILITATION PLAN "EXHIBIT C"

EXHIBIT C
Schedule of Stabilization and Rehabilitation Work

The City and the Owner agree to the following measures to be undertaken by the Owner pursuant to Paragraph 4b of this Agreement. All work shall be done in conformance with Paragraph 4a. This Schedule is consistent with Design Review Application Approval (05PLN-20) for this property on March 24, 2005 per plans prepared by Fiscalini & Associates dated 2/17/05.

| Project(s) | Original Schedule | Revised 2009 | Revised 2011 |
|--|--------------------------|-------------------------|-------------------------|
| 1. <u>Level existing floors</u> | <u>2006-2007</u> | | |
| 2. <u>Relocate and upgrade electric service to 200 amps and completely upgrade electricity and plumbing</u> | <u>2006-2007</u> | | |
| 3. <u>Complete window replacement plan</u> | <u>2006-2007</u> | | |
| 4. <u>Remove foundation skirt and replace with approved siding</u> | <u>2006-2007</u> | <u>2010</u> | |
| 5. <u>Relocate 5 foot tall wood fence on both sides of the house extending from the residence towards the side property line</u> | <u>2006-2007</u> | | |
| 6. <u>Re-roof original structure</u> | <u>2008</u> | | |
| 7. <u>Replace/restore ogee style rain gutters</u> | <u>2008</u> | | |
| 8. <u>Removal of the utility porch/bath addition and portion of kitchen at the rear of the structure</u> | <u>2008</u> | | |
| 9. <u>Restoration of exposed channel siding and replacement/restoration of trim details</u> | <u>2012</u> | | |

| Project(s) | Tentative Schedule | Revised 2009 | Revised 2011 |
|---|--------------------|--------------|--------------|
| 10. <u>Rebuild the wood porch, restoring style details</u> | <u>2012</u> | | <u>2013</u> |
| 11. <u>Rebuild the retaining wall in front of the property.</u> | <u>2012</u> | | |
| 12. <u>Re-paint the structure.</u> | <u>2012</u> | | |
| ** General Maintenance Item: Finish Landscape | | | <u>2014</u> |

**APPLICANT'S
PROPOSAL AND PHOTOGRAPHS**

07/02/2013

Request for final approval of plans for finishing the front of the house and hardscape for the yard at 145 East I Street.

1. Repair of front porch: Removal of the box boards around front porch posts revealed architecturally interesting posts. Request to retain the post and detail the replacement railings and stiles similar to the posts.
2. Replace pervious keystone retaining wall with concrete walls as shown in following photos.
3. Finish trellis gate posts on either side of the dwelling in straight board fashion as shown in following photos.

Respectively,

Melani Sestin



Photograph Addendum

| | | | | |
|------------------|------------|--------|--------|-------------------------|
| Borrower | | | | |
| Property Address | 145 E I St | | | |
| City | Benicia | County | Solano | State CA Zip Code 94510 |
| Lender/Client | | | | |

Retaining wall samples



100 block West J St



100 block West J St



100 block West J St



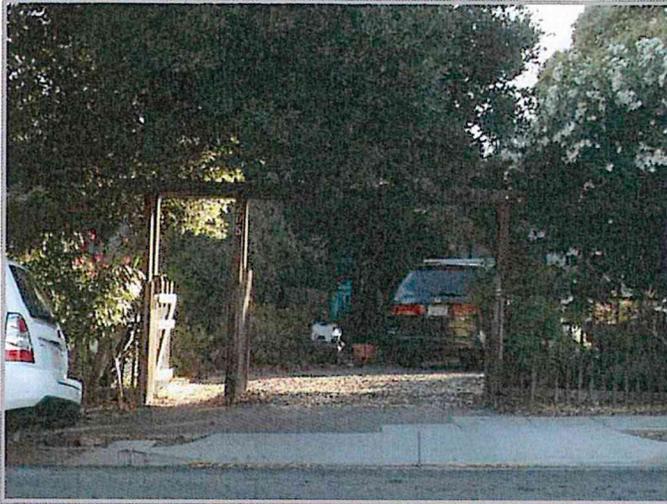
Current sidewalk and step to walkway

Requires less than 18" retaining wall.
 Wall will be placed 18" from sidewalk for planting area.
 Mow strip to be replaced with brick similar to next door and across the street.

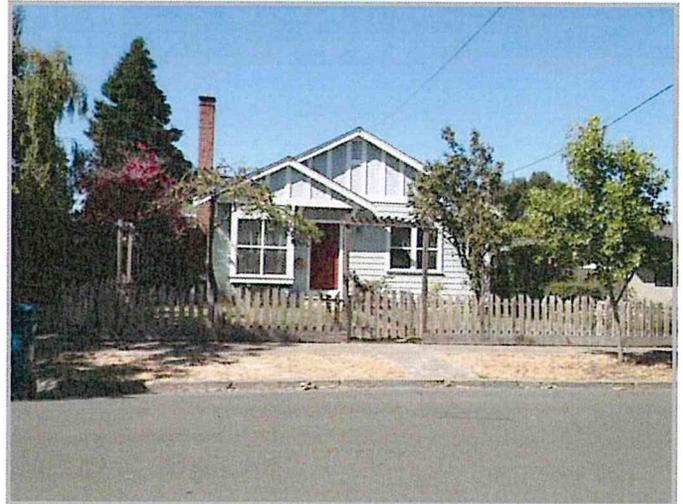
Photograph Addendum

| | | | | |
|------------------|------------|--------|--------|-------------------------|
| Borrower | | | | |
| Property Address | 145 E I St | | | |
| City | Benicia | County | Solano | State CA Zip Code 94510 |
| Lender/Client | | | | |

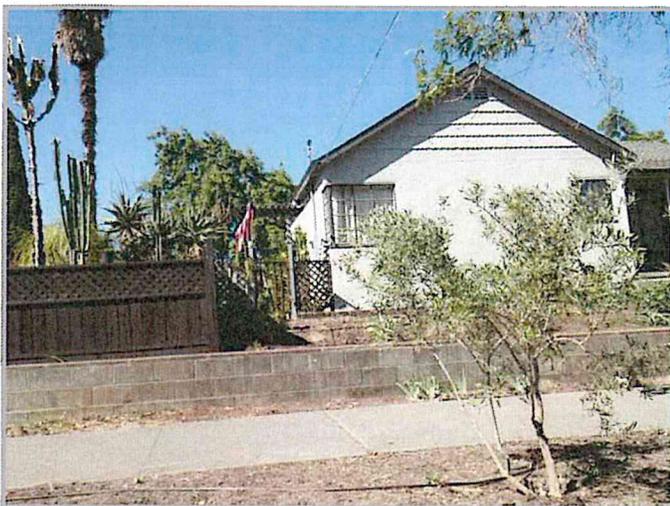
Trellis samples located on West H St.



Trellis sample
205 West H St



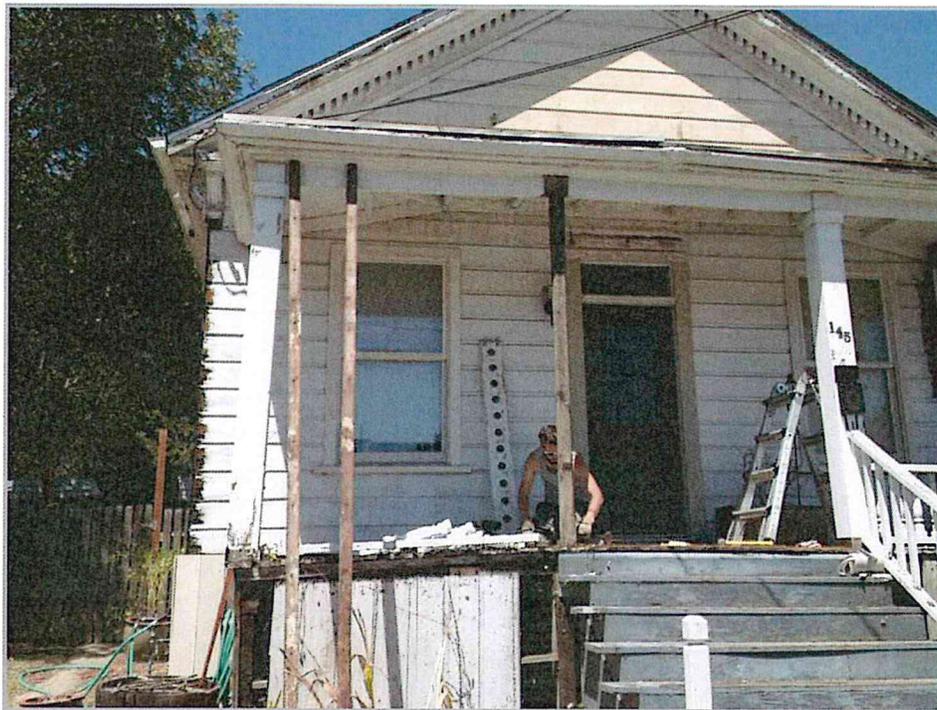
Trellis sample
West H St



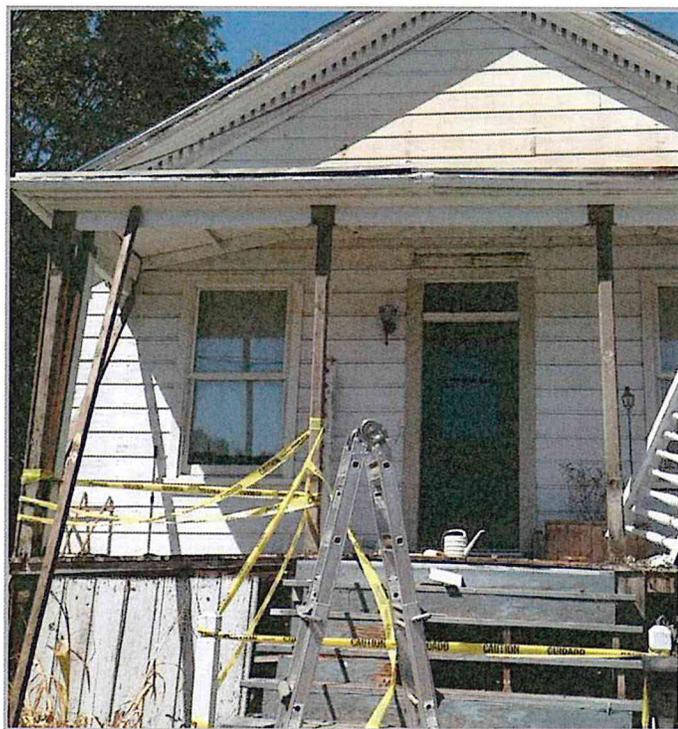
Trellis sample
West H St



Placement of trellis at property



Original porch posts discovered during demolition.



Original porch posts

AGENDA ITEM
HISTORIC PRESERVATION REVIEW COMMISSION MEETING: JULY 25, 2013
REGULAR AGENDA ITEMS

DATE : July 18, 2013

TO : Historic Preservation Review Commission

FROM : Adam Petersen, Contract Associate Planner

SUBJECT : **DESIGN REVIEW REQUEST TO REMOVE AND REPLACE A DECK AT THE REAR OF THE RESIDENCE AT 150 WEST I STREET**

PROJECT : 13PLN-00032 Design Review
150 West I Street
APN: 0089-044-050

RECOMMENDATION:

Approve a design review request to remove and replace an existing deck located in the rear yard at 150 West I Street, based on the findings and conditions of approval set forth in the draft resolution.

EXECUTIVE SUMMARY:

The applicant proposes to replace an existing 323 square foot deck with a 456 square foot deck in the rear yard of 150 West I Street, which is designated as a contributing property in the Downtown Historic Conservation Plan. The proposed deck is 25 feet wide and extends 19 feet into the rear yard. The deck consists of two levels, with a lower level less than 30 inches tall and the upper level flush to the main level of the house, approximately 5 feet 3 inches above the ground. The deck would be constructed of "Azek" PVC decking that has a wood-like appearance. The deck is proposed to be slate gray in color.

BUDGET INFORMATION:

There are no budget impacts associated with this project.

ENVIRONMENTAL ANALYSIS:

This project is Categorically Exempt under Section 15331 of the State CEQA Guidelines, Historical Resource Rehabilitation. Class 31 applies to projects that are limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation, or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995), Weeks and Grimmer.

BACKGROUND:

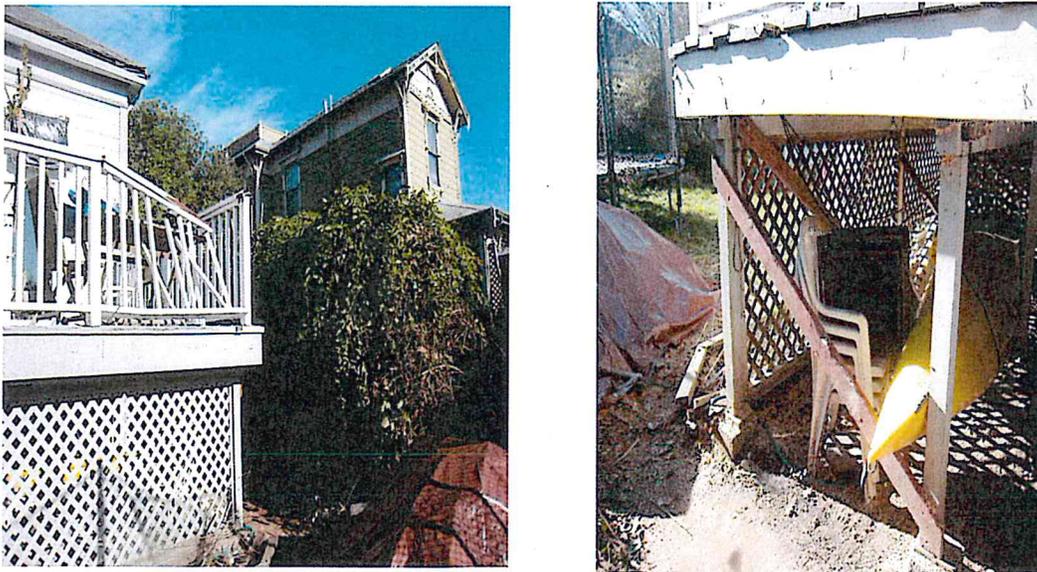
| | |
|---------------------------|---|
| Applicant / Owner: | Rae Lynn Fiscalini / Chris and Kimberly Klein |
| General Plan designation: | Mixed Use - Downtown |
| Zoning designation: | Neighborhood General |
| Existing / Proposed use: | Single Family Home |
| Adjacent zoning and uses: | |
| North: | Neighborhood General, Single Family Home |
| East: | Neighborhood General, Single Family Home |
| South: | Neighborhood General, Single Family Home |
| West: | Neighborhood General, Single Family Home |

The subject property lies inside the Downtown Historic District on the south side of West I Street between First Street and West Second Street.

SUMMARY:

The applicant proposes to replace and expand an existing deck at the rear of the house located at 150 West I Street. The existing 323 square foot wood deck was built in 1990 and is severely weather damaged. The deck is raised to the first level of the home. In December 2012, a tree fell damaging the deck. The applicant is requesting approval to reconstruct and expand the deck. Figure 1 provides an image of the deck in its existing condition.

Figure 1 – Existing Conditions



The applicant proposes to rebuild and reconfigure the deck to be larger, measuring 465 square feet. The proposed deck consists of two levels. The upper portion would extend off the first floor level of the home and measure 250 square feet then step down to a 215 square foot area that is less than 30 inches

above finish grade. The applicant proposes to construct the deck out of "Azek" PVC decking, which has a natural wood finish appearance. The decking would be a slate gray color.

The upper portion of the deck would include a wood guard rail extending 42 inches above the deck, and would have vertical wood balusters. The wood guard rail and balusters would be painted Kelly-Moore "Swiss Coffee," which matches the decorative trim of the home. A decorative lattice would cover the front of the deck, similar to the photos above, and would also be painted the "Swiss Coffee" color. The lower deck contains a built-in bench along the south and eastern sides of the deck. The bench is constructed of wood and would be painted Benjamin-Moore "Cos Cob Stonewall" color, which would also match the trim of the residence.

Downtown Historic Conservation Plan

The Downtown Historic Conservation Plan provides Design Guidelines for all categories of designated historic residential buildings. The subject home is a contributing property. The guidelines are intended to guide alterations and construction projects. Staff has determined that the proposed project is consistent with the following guidelines.

| Consistency with the Downtown Historic Conservation Plan | | | |
|--|---|--|--|
| Design Guidelines for Residential Building Types | | | |
| Chapter 5 – Residential Building Types | | | |
| Policy 3 | Fences, Walls, Site Features | | |
| Guideline 3.1 | Fences, walls and other site features associated with historic buildings shall be maintained in good repair. Where already deteriorated, replacement with like materials and designs is encouraged. | | <i>A tree damaged the original deck, resulting in a site feature that is not in good repair. The applicant proposes to restore the deck, which would allow it to exist in a good condition. While the material of decking is different, it has a similar finish and design as the original wood. Further, the vertical elements, which consist of the railings and balusters, lattice work, and bench, would be constructed of wood. The wood material matches the siding of the home and is consistent with the original deck materials. Replacing the railings, lattice, and balusters with the same wood material fulfills the intent of Guideline 3.1. Additionally the color scheme of the proposed deck and its features compliments the existing historic home. The slate gray color is within the same color spectrum as the home and trim. It is slightly lighter than the trim but darker than the home. The railings, balusters, lattice and bench match the residence's trim. This</i> |

| | | | |
|--|--|--|---|
| | | | consistency of colors and range creates a cohesive design for the home and proposed deck feature. |
|--|--|--|---|

| Consistency with the Downtown Historic Conservation Plan | | | |
|---|---|--|--|
| <u>Design Guidelines for Residential Building Types</u> | | | |
| Chapter 5 – Residential Building Types | | | |
| Policy 4 | Appropriate Materials, Colors, and Finishes | | |
| | Guideline 4.1 | Use original materials wherever possible in restoration, renovation, or repair work and use the same materials for building additions. | <i>The existing wood deck was built circa 1990 and is not original to the home. However, the wood railings, lattice, balusters and bench are proposed to be wood and would continue the use of the original materials. Use of the original materials will create a consistent theme between the deck and the home, thereby lending a historically authentic appearance to the deck. The proposed "Azek" PVC decking, although not an original material, has a wood like appearance and finish, and will not require the maintenance associated with wood decks. It is a more sustainable material while maintaining the historical character through its wood-like appearance. In addition, the deck is located at the rear of the structure; therefore, it does not significantly impact the historic integrity of the residence.</i> |

Secretary of the Interior's Guidelines for Rehabilitation "Standards"

Of the four treatments for historic properties, those pertaining to rehabilitation are the most applicable to the proposed project. The State Office of Historic Preservation defines rehabilitation as: "the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values."

According to the Standards, additions that preserve those portions or features that convey the historical, cultural or architectural values constitute rehabilitation. The historic features identified by Carol Roland of Roland-Nawi Associates include the following:

- Queen Anne Cottage architectural style.
- It has a cross gable and hip roof.
- A three-quarter length porch with a flat roof supported on turned posts.
- Windows are one-over-one double hung and are arranged singly and in pairs.
- The house is clad with clapboard.

The proposed deck allows the structure to retain the historical features identified.

The proposed deck would not degrade the form and design of these character-defining features. Please refer to the attached Standards for additional analysis.

Downtown Mixed Use Master Plan (DMUMP) Standards

The DMUMP designates the property as Neighborhood General (NG). The NG zone prescribes that the rear yard setback for the main structure is 40 feet, including any attachment to it over 30 inches in height. The upper portion of the deck is located outside of the 40 foot rear yard setback. The lower portion extends 7 feet into the setback; however it is less than 30 inches in height beyond it. The deck is setback 10 feet from one side property line and greater than 14 feet from the other side property line. Therefore, the deck meets the rear and side setback requirements.

CONCLUSION:

In summary, staff finds that the proposed deck complies with the Downtown Historic Conservation Plan, the DMUMP, and the Secretary of Interior Standards as discussed in an attachment to this staff report. Therefore, staff recommends the Historic Preservation Review Commission approve the proposed project, based on the findings and conditions contained in the draft resolution.

FURTHER ACTION:

The decision of the Historic Preservation Review Commission may be appealed to the Planning Commission within ten (10) business days.

Attachments:

- Draft Resolution
- Analysis of the Project Compliance with the Secretary of the Interior's Standards for Rehabilitation
- DPR Form 532 A
- Project Plans*

**If viewing online, these attachments are available to view in the Community Development Department and Public Library in the July 25, 2013 Historic Preservation Review Commission packet.*

DRAFT RESOLUTION

RESOLUTION NO. 13- (HPRC)

A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING A DESIGN REVIEW FOR THE REPLACEMENT AND EXPANSION OF A DECK AT 150 WEST I STREET (13PLN-00032)

WHEREAS, On June 13, 2013, Kimberly and Chris Klein requested design review approval to replace and expand a deck at 150 West I Street; and

WHEREAS, 150 West I is a locally designated historic structure and is listed as a contributing building in the Downtown Historic Conservation Plan; and

WHEREAS, the Historic Preservation Review Commission, at a regular meeting on July 25, 2013, conducted a public hearing and reviewed the proposed project.

NOW, THEREFORE, BE IT RESOLVED THAT the Historic Preservation Review Commission of the City of Benicia hereby finds that:

- a. The proposed project is Categorically Exempt under Section 15331 of the CEQA Guidelines. Class 31 allows projects limited to maintenance, repair, stabilization, restoration, preservation, conservation, or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings (1995), Weeks and Grimmer.
- b. The proposed project is consistent with the purpose of the Benicia Municipal Code title 17.108 Design Review.

BE IT FURTHER RESOLVED THAT the Historic Preservation Review Commission of the City of Benicia hereby approves the proposed project subject to the following conditions:

1. This approval shall expire two years from the date of approval, unless made permanent by the issuance of a building permit and the commencement of work that is diligently pursued to completion. Alternatively, the time period may be extended, by the Community Development Director, if the application for time extension is received prior to the end of the initial two year deadline and there has been no change in the City's development policies which affect the site, and there has been no change in the physical circumstances nor new information about the project site which would warrant reconsideration of the approval.
2. The plans submitted for the building permit and construction shall substantially comply with the plans and sample board date stamped received June 13, 2013 except as modified by the following conditions. Any change from this approval including substitution of materials, shall be requested in writing and approved by

the Community Development Director, or designee, prior to changes being made in the field.

3. All construction shall be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties.
4. The Historical Building Code shall be applied to the project at the discretion of the Community Development Department.
5. The project shall adhere to all applicable ordinances, standard plans, and specifications of the City of Benicia.
6. The applicant or permittee shall defend, indemnify, and hold harmless the City of Benicia or its agents, officers, and employees from any claim, action, or proceeding against the City of Benicia or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director's, Historic Preservation Review Commission or any other department, committee, or agency of the City concerning a development, variance, permit or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.

* * * * *

On motion of Commissioner _____, seconded by Commissioner _____, the above Resolution was adopted at a regular meeting of the Historic Preservation Review Commission on July 25, 2013, by the following vote:

- Ayes:
- Noes:
- Absent:
- Abstain

Toni Haughey
Historic Preservation Review Commission Chair

**ANALYSIS OF THE PROJECT COMPLIANCE WITH
THE SECRETARY OF THE INTERIOR'S STANDARDS
FOR REHABILITATION**

**Secretary of the Interior's Standards for Rehabilitation
Analysis of Proposed Project (13PLN-00032)
150 West I Street, Benicia, CA**

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, rehabilitation may be considered as a treatment.

The bolded text is the applicable Secretary of the Interior's Standards for Rehabilitation guidelines. The regular text is staff's response about how the particular guideline or policy relates to the proposed project.

- 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**

The property will continue its use as a residence and does not require changes to the character defining features to meet operational needs.

The proposed project meets this Standard.

- 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**

The project does not include the removal of features and spaces that characterize the property. The existing wood deck was constructed in 1990 and is not original to the home; nor does its removal constitute the removal of any historic materials. The roofline, siding, porch and other defining features will remain intact.

The proposed project meets this Standard.

- 3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**

The proposed change does not add architectural elements from other buildings, nor does it create a false sense of historical development. The

proposed deck is a located at the rear of the building and is not visible from the public right of way.

The proposed project meets this Standard.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

The removal of the existing deck will not alter any historical features that the property has acquired over time. The proposed project will replace and expand a deck that is approximately 23 years old and is not considered to be of historic significance.

The proposed project meets this Standard.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

The proposed project does not remove a distinctive feature, finishes or construction techniques.

The proposed project meets this Standard.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

The project does not involve the repair of historic features. The deck is approximately 23 years old and is not identified as a historic feature.

The proposed project meets this Standard.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

No chemical or physical treatments are planned.

The proposed project meets this Standard.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

The proposed project would require minimal disturbance to the ground for the removal of existing wood posts and placement of the new deck; therefore, no significant archeological resources will be affected by this project.

The proposed project meets this Standard.

- 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**

The replacement and expansion of the deck will be placed adjacent to the house. The project does not propose alterations to the structure or forms of attachment that would affect the house. The deck is compatible with the massing, color scheme, size, scale and architectural features because it is confined to the width of the house. The deck is located appropriately, and designed to not dominate the building façade.

The proposed project meets this Standard.

- 10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

If the deck were to be removed in the future, the house would remain in a similar condition. The deck will not affect the essential form and integrity of the house because its replacement does not include alterations to the house.

The proposed project meets this Standard.

DPR FORM 523 A

State of California — The Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary #: _____
 HRI # _____
 Trinomial _____
 NRHP Status Code: _____
 Other Listings _____
 Review Code _____ Reviewer _____ Date _____

*Resource Name or #: 150 West I Street

- P1. Other Identifier: none
- *P2. Location: *a. County Solano
- b. Address: 150 West I Street
- *c. City: Benicia Zip 94510
- d. UTM: N/A
- e. USGS Quad: Benicia T2N R3W MDM
- *f. Other Locational Data (APN #): 89-044-05

*P3a. Description

This building is a one-story, L-plan Queen Anne Cottage. It has a cross gable and hip roof with a prominent projecting gable wing on the west side of the house. The roof is moderately pitched with closed overhanging eaves supported on curved brackets. The gable is closed with a molded fascia and a wide plain cornice. The gable end is clad with fish scale shingles. The east side of the façade is occupied by a three-quarter length porch that extends from the end of the east wall to the L formed by the projecting gable wing. The porch is covered with a flat roof supported on turned posts. A spindle work frieze rests on carved brackets. A long stair leads to the porch and is enclosed with a geometrically patterned balustrade with square newel posts. The porch is enclosed by a low rail of the same pattern as the balustrade. Windows are one-over-one double hung and are arranged singly and in pairs. The gable wing has a canted bay. The gable overhang at the canted corners is supported on double brackets. There also is a canted bay on the east elevation to the rear the house south of the brick chimney which has been rebuilt with used brick. The house is clad with clapboard.

*P3b. Resource Attributes: HP2

*P4. Resources Present: Building Structure Object Site District Element of District

P5b. Description of Photo: Front façade, view southwest

P5. Photograph or Drawing (Photograph required for buildings, structures, and objects.)



*P6. Date Constructed/Age: 1880

Prehistoric Historic Both

*P7. Owner and Address:

Christopher Klein
 150 West I Street
 Benicia, CA 94510

*P8. Recorded by:

Carol Roland
 Roland-Nawi Associates
 4829 Crestwood Way
 Sacramento, CA 95822

*P9. Date Recorded: 11-20-04

*P10. Type of Survey: Intensive
 Reconnaissance Other

Describe Eligibility Evaluation

*P11. Report Citation: none

*Attachments: NONE Map Sheet Continuation Sheet Building, Structure, and Object Record Linear Resource Record Archaeological Record District Record Milling Station Record Rock Art Record Artifact Record Photograph Record Other (List):

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
BUILDING, STRUCTURE, AND OBJECT RECORD

Primary #:
HRI#:

*Resource Identifier: 150 West I Street

*NRHP Status Code: 3D

B1. Historic Name: N/A

B2. Common Name: none

B3. Original Use: Residential

B4. Present Use: Residential

*B5. Architectural Style: Queen Anne

*B6. Construction History: The house appears to have been minimally altered, except for the chimney which is constructed of used brick.

*B7. Moved? No Yes Unknown

Date: N/A

Original Location: same

*B8. Related Features: none

B9a. Architect: unknown

B9b. Builder: unknown

*B10. Significance: Theme: Benicia Downtown District
Single Family

Period of Significance: 1847-1940

Property Type:

Applicable Criteria: A / C

The house is a good example of its architectural style and has been minimally altered. It is an example of the expansion of the downtown residential district in the 1880s. It contributes to the Downtown Historic District and should continue in this status.

B11. Additional Resource Attributes: N/A

B12. References: McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred Knopf (1986);
Bruegmann, Robert. *Benicia Portrait of an Early California Town: An Architectural History* (San Francisco: 101 Productions (1980); Woodbridge, Sally and Cannon Design Group. *Benicia, California: Downtown Historic Conservation Plan*. City of Benicia, 1990; Sanborn Map Benicia, CA. 1886; 1986 Benicia Historic Inventory form.

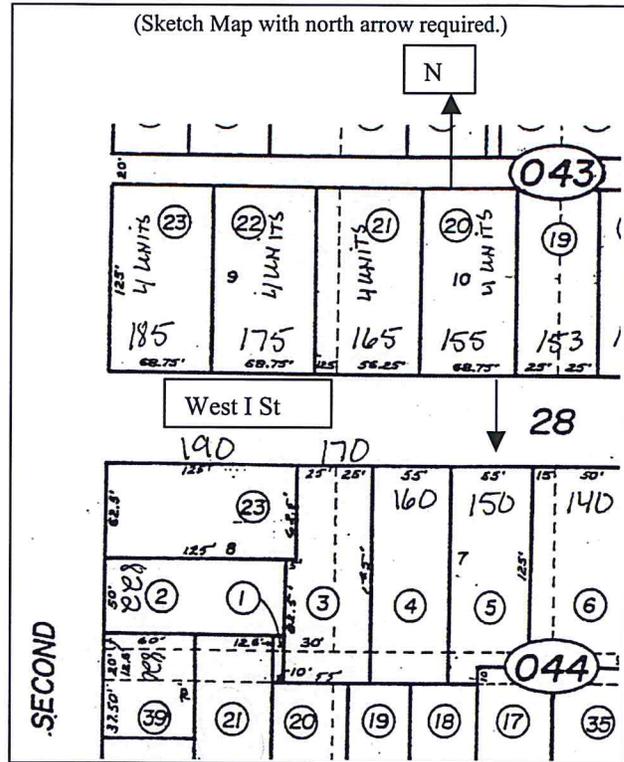
State of California — The Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
BUILDING, STRUCTURE, AND OBJECT RECORD

Primary #:
 HRI#:

Remarks: N/A

B14. Evaluator: Carol Roland, Ph.D.
 Roland-Nawi Associates: Preservation Consultants
 4829 Crestwood Way
 Sacramento, CA 95822

B 15. Date of Evaluation: 11-22-04



(This space reserved for official comments.)

PROJECT PLANS*

**If viewing online, these attachments are available to view in the Community Development Department and Public Library in the July 25, 2013 Historic Preservation Review Commission packet.*



Community Development Department
MEMORANDUM

Date: July 16, 2013
To: Historic Preservation Review Commission
From: Amy Million, Principal Planner
Re: Discussion Item - Historic Awards

The Historic Preservation Review Commission updated their list of priority items (Exhibit A, attached) in June 2013. The discussion on historic awards in an effort to highlight successful historic preservation efforts in Benicia is next on the list. Staff is bringing this item forth for discussion.

In the past there have been coordinated efforts between the historic community and Benicia Main Street to recognize rehabilitation and preservation efforts of individuals.

Commissioner Van Landschoot presented this topic to the commission for consideration at the May 23, 2013 meeting. In June 2013, the commission added it to their list of priority items.

Attachment:

- Exhibit A – Priority List of Discussion Items updated June 27, 2013

Priority List of Discussion Items – June 2013

| Strategic Plan Projects | | |
|-------------------------|---|---|
| Priority | Projects / Discussion Item | Status |
| 1 | Update to the Downtown Historic Conservation Plan Includes: 1. Craftsman Cottages (included in Historic Context) 2. Paint Standards for the H overlay district 3. Design Guidelines for non-historic homes 4. Skylights 5. Guideline updates outlined in the Historic Context Survey Recommendations | Incorporated Historic Resource Inventory update May 2010 – Reviewed paint/skylights |
| 2 | Downtown Mixed Use Master Plan Amendment | Requested by Commissioner McKee (will provide specific issues to clarify his request) |
| 3 | Arsenal Historic Context | Requested by Marilyn Bardet, supported by Commission |
| Discussion Topics | | |
| Priority | Projects / Discussion Item | Status |
| 1 | Disclosure on Historic District properties | Requested by Commission. Chair Haughey and staff to meet with Assessor's Office representative |
| 2 | Historic Awards highlighting successful historic preservation efforts in Benicia | Requested by Commission |
| 3 | Informational brochure on Historic Districts | Requested by Commission. Subcommittee Commissioners Van Landschoot, Haughey, and Trumbly formed July 2012. |
| 4 | Preservation of Historic Sites i.e. City-owned historic building such as the Commanding Officer's Quarters | Requested by Commission |
| 5 | Creation of a historic preservation website | Requested by Commission |
| 6 | Three-person HPRC subcommittee to conduct in-field design review | Requested by Commission |
| 7 | Additional historic survey efforts that expand on the boundaries of previous studies are recommended. Benicia's prior survey efforts were largely skewed to Victorian and turn-of-the-century architecture in close proximity to First Street. While this is clearly the area with the greatest concentration of historic resources, preliminary reconnaissance has revealed several buildings located outside the district boundaries with the potential to qualify as individual resources. | Requested by the Commission. The Commission will discuss and determine if they will make this a Strategic Plan Project. |



Community Development Department
MEMORANDUM

Date: July 17, 2013
To: Historic Preservation Review Commission
From: Amy Million, Principal Planner
Re: Discussion Item – Informational Brochure

The Historic Preservation Review Commission updated their list of priority items (Exhibit A, attached) in June 2013. The discussion on creation of an informational brochure is next on the list. Staff is bringing this item forth for discussion.

In July 2012, staff presented a draft informational brochure for the Commission's consideration. The purpose of the brochure was to provide the public with an overview of Benicia's historic program and guidelines. This draft is attached for the Commission's reference. At the same meeting, the Commission formed a subcommittee of Commissioners Van Landschoot, Haughey, and Trumbly to work towards a final design of an informational brochure.

Attachments:

- Exhibit A – Priority List of Discussion Items updated June 27, 2013
- Exhibit B – Sample Brochure

Priority List of Discussion Items – June 2013

| Strategic Plan Projects | |
|-------------------------|---|
| Priority | Projects / Discussion Item |
| 1 | Update to the Downtown Historic Conservation Plan Includes: 1. Craftsman Cottages (included in Historic Context) 2. Paint Standards for the H overlay district 3. Design Guidelines for non-historic homes 4. Skylights 5. Guideline updates outlined in the Historic Context Survey Recommendations |
| 2 | Downtown Mixed Use Master Plan Amendment |
| 3 | Arsenal Historic Context |
| Discussion Topics | |
| Priority | Projects / Discussion Item |
| 1 | Disclosure on Historic District properties |
| 2 | Historic Awards highlighting successful historic preservation efforts in Benicia |
| 3 | Informational brochure on Historic Districts |
| 4 | Preservation of Historic Sites i.e. City-owned historic building such as the Commanding Officer's Quarters |
| 5 | Creation of a historic preservation website |
| 6 | Three-person HPRC subcommittee to conduct in-field design review |
| 7 | Additional historic survey efforts that expand on the boundaries of previous studies are recommended. Benicia's prior survey efforts were largely skewed to Victorian and turn-of-the-century architecture in close proximity to First Street. While this is clearly the area with the greatest concentration of historic resources, preliminary reconnaissance has revealed several buildings located outside the district boundaries with the potential to qualify as individual resources. |
| Status | |
| | Incorporated Historic Resource Inventory update May 2010 – Reviewed paint/skylights |
| | Requested by Commissioner McKee (will provide specific issues to clarify his request) Requested by Marilyn Bardet, supported by Commission |
| Status | |
| | Requested by Commission. Chair Haughey and staff to meet with Assessor's Office representative Requested by Commission |
| | Requested by Commission. Subcommittee Commissioners Van Landschoot, Haughey, and Trumbly formed July 2012. Requested by Commission |
| | Requested by Commission |
| | Requested by Commission |
| | Requested by the Commission. The Commission will discuss and determine if they will make this a Strategic Plan Project. |

Design Review Process

Pre-Application Meeting with Staff:

Planning Division staff is available to discuss your project and provide all the application materials during open counter hours 8:30-9:30 am and 1:00-2:00pm and by appointment.

Application Submittal

The submittal requirements for design review are listed on a separate document entitled "Design Review Application Checklist." Applications are accepted during counter hours. Once submitted, the project will be assigned to a planner for review and processing.

Attend Public Hearing Meeting

Once the application is complete, the staff planner will schedule it for the HPRC meeting. During the meeting, you will have the opportunity to present your project and to answer any questions they may have. At the conclusion of the comments, the Historic Preservation Review Commission will take action to approve, conditionally approve, deny, or continue the application for more information

Obtain a Building Permit and Get Started!

Once final approval has been granted, apply for and obtain a Building Permit for construction.

Resources and Additional Information

Historic Context Statement:

A historic context statement is a report that provides the basis for evaluating historic significance and integrity. The City's report is available for review and/or download on the city's website.

Historic District Survey:

Individual surveys of each property within the district were completed and adopted in 2007. Copies of all surveys are available for review and/or download on the city's website.

Historic District Design Guidelines

Design guidelines can be found the Downtown Historic Conservation Plan and the Arsenal Historic Conservation Plan. Full text versions can be found for review and/or download on the city's website

Mills Act Program:

The Mills Act is a state law that enables a community to enter into 10-year contracts with owners of historically significant properties who agree to maintain and, if necessary, rehabilitate their historic structure in exchange for a reduction in property tax.

Looking for a good book?

"A Field Guide to American Houses" by Virginia & Lee McAlester is an excellent resource for information on the many styles of American architecture found in our historic districts.

"Benicia: Portrait of an Early California Town", by Robert Bruegmann provides a great history on the settlement of Benicia and it's architecture.

Resources and Additional Information

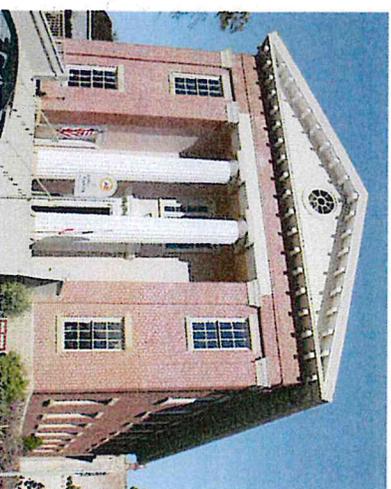


For more information please contact the Community Development Department:

Phone: 707-746-4280

Email: comdev@ci.benicia.ca.us

Web: www.ci.benicia.ca.us



DRAFT

DRAFT

DRAFT

Design Review Process

Benicia's Historic Overlay Districts

Benicia has two historic overlay districts located downtown and in the arsenal. The Downtown Historic Conservation Plan and Arsenal Historic Conservation Plan provide the architectural and design guidelines for projects located within their respective boundaries.



Resources and Additional Information

Historic Preservation Review Commission

The Historic Preservation Review Commission (HPRC) is a 7-member commission. The HPRC is charged with overseeing the Historic Districts by reviewing new construction and exterior alterations for compliance with the conservation plans and Secretary of the Interior Standards for the Treatment of Historic Properties. The following exterior modifications require the review and approval of the HPRC:

- Removal, replacement or alteration of significant architectural features or details.
- Construction of additions to structures within the historic district.
- New construction with the Historic Districts
- Demolition of a historic structure

Historic Preservation Review Commission

Home Page

Information on the HPRC meeting and members and historic projects of interest is available. The Commission meets on the 4th Thursday of the month. All meeting information including agendas, minutes and staff reports can be found on the HPRC home page.

Resources and Additional Information

What projects require design review approval?

The following exterior modifications require the review and approval of the HPRC:

- Removal, replacement or alteration of significant architectural features or details.
- Construction of additions to structures within the historic district.
- New construction with the Historic Districts
- Demolition of a historic structure

What projects do NOT require design review approval?

The following examples of routine maintenance of historic buildings are exempt from design review:

- Painting
- Replace roof with same material
- Replace siding or trim with same material and appearance
- Replacement of windows or doors with same dimension, finish and overall appearance
- Interior alterations not visible from the outside

Can I replace my windows?

What color can I paint my house?

DRAFT

DRAFT

DRAFT