

BENICIA HISTORIC PRESERVATION REVIEW COMMISSION

CITY HALL COMMISSION ROOM

REGULAR MEETING AGENDA

Thursday, August 26, 2010

6:30 P.M.

Join us at 6:30 to meet and welcome our newest staff members:

Melissa Morton, Land Use & Engineering Manager

Doug Vu, Associate Planner

I. OPENING OF MEETING – 6:45 P.M. (Immediately following introduction of new staff members)

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 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 council members, 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 Public Works & 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 24, 2010](#)

[B. Approval of Minutes of July 22, 2010](#)

V. REGULAR AGENDA ITEMS

[A. BENICIA HISTORIC CONTEXT STATEMENT - Workshop](#)

Citywide

Click to view [Part 1](#) and [Part 2](#) of Draft Historic Context Statement

****Note** - this item was originally noticed as a public hearing to review the document and make a recommendation to the City Council. However, based on a request from the

State Office of Historic Preservation for additional review of the document, a workshop will be held and this item will be brought back for action at a future date (TBD).

PROPOSAL:

The Historic Context Statement describes the broad patterns of historical development of the City of Benicia that are represented by the physical development and character of the built environment. The context statement identifies important associated property types, and establishes eligibility criteria and integrity thresholds.

The historic context is a critical tool for understanding, identifying, evaluating, and protecting those resources which give Benicia its individual character and sense of place. Historic contexts provide the foundation for preservation planning.

The historic context statement provides a framework for ensuring that new development, remodeling and building renovation is more compatible with existing historic resources. It will provide an additional resource for staff and property owners to determine compatibility with new development and building renovation of both historic and non-historic properties.

Recommendation: Commission, staff and public review and discuss the document. A final draft will be brought back to the Commission for recommendation to City Council.

B. PRIORITY LIST OF DISCUSSION ITEMS – Continued from July 22, 2010

[Staff and Commission will discuss and review](#)

the Commission's discussion items, including ranking of topics.

VI. COMMUNICATIONS FROM STAFF

A. UPDATE ON VON PFISTER ADOBE MEETING WITH PARKS & COMMUNITY DEVELOPMENT STAFF

Staff will update the Commission on a meeting held between Commissioners, Planning staff and Parks and Community Services staff to discuss the status and condition of the Von Pfister Adobe.

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 agendaized and non-agendaized 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 Public Works & 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 Public Works & Community Development Department during regular working hours. 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 Public Works & 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 Gina Eleccion, Management Analyst, as soon as possible so that it may be distributed to the Historic Preservation Review Commission.



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BENICIA HISTORIC PRESERVATION REVIEW COMMISSION

CITY HALL COMMISSION ROOM

REGULAR MEETING MINUTES

**Thursday, June 24, 2010
6:30 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Crompton, Mang, McKee, Taagepera, Van Landschoot,
White and Chair Haughey

Absent: None

Staff Present:

Amy Million, Consulting Planner
Sharon Williams, Development Services Technician
Rhonda Corey, Senior Administrative Clerk

- 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 motion of Commissioner Crompton, seconded by Commissioner White, the agenda was adopted by the following vote:

Ayes: Commissioners Crompton, Mang, McKee, Taagepera, Van Landschoot, White and
Chair Haughey

Noes: None

Absent: None

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN**
None.
- B. PUBLIC COMMENT**
None.

IV. **CONSENT CALENDAR**

On motion of Commissioner Crompton, seconded by Commissioner White, the Consent Calendar was approved item (IV) B only by the following vote:

Ayes: Commissioners Crompton, Mang, McKee, Taagepera, White and
Chair Haughey

Noes: None

Absent: None

Abstain Commissioner Van Landschoot due to absence from the meeting of May 27, 2010

A. **Approval of Minutes of May 27, 2010**

Item pulled to due to a change requested in the statement by Commissioner Taagepera. She asked that the record reflect that she did not ask staff to schedule a training workshop. She asked if a training workshop could be held.

B. **153 WEST E STREET - Public Hearing**

10PLN-29 Design Review

PROPOSAL:

The applicant requests design review approval for exterior modifications to the front façade of the existing Craftsman style, non-contributing building located within the boundaries of the Downtown Historic District. The zoning designation is Neighborhood General (NG). The proposed modifications include permitting the second story railing, replacing two windows on the second story front façade with two new wood doors, removal of the fountains, and adding two new decorative streetlights.

Recommendation: Approve design review request for exterior modifications to the front façade of the existing bed and breakfast located at 153 West E Street, based on the findings and conditions of approval set forth in the proposed resolution.

Sharon Williams gave a presentation on the project.

Alternatives were given for the lighting that have fixtures and height more consistent with other areas of town. She suggested to Commissioners that a condition be added consistent with Title 17 to mitigate glare and light spillover to adjacent properties, specifically related to section 17.70.240 (D2) in reference to outdoor lighting and maximum of .5 foot-candles.

Commissioners discussed lighting issues regarding the age of the light poles, product material, decorative or functional purpose, location on property, distance between light poles. Questions arose regarding whether any guidance could be obtained in the Downtown Historic Conservation Plan or the Streetscape Design Plan.

Concerns were raised regarding the comparison between streetlights to residential lighting, how close to neighboring homes the light poles would be placed, whether or not the lighting is consistent with a Craftsman Style residence, the excessive amount of globes on the light fixtures themselves and the light poles appearing to be used to attract business as opposed to a need for lighting in the area. Issues of glare, inconsistency with other historic homes in the area with smaller light fixtures, and the fact that it may increase foot traffic in an already highly trafficked area, were raised.

Sharon Williams advised Commissioners that the light poles are composed of new cast metal. They are proposed to be decorative and not for lighting purposes and are located on the owners property. She stated that the The Downtown Historic Conservation Plan is vague on this topic. She advised that she compared sites around town and did not find any in the yards of private property. The Streetscape for the downtown area relates to Public Works landscaping guidelines for First Street only. It was difficult to locate many Craftsman style residential lighting samples to compare to. The proposed project is a street lamp and intended for commercial use.

Steven David -Applicant – spoke to Commissioners to answer questions of concern and to clarify his intentions. He stated that the lights are intended for beautification purposes and not for lighting. He offered to change the globes due to the concerns of Commissioners. He expressed his belief that the design fits the look of the area and the building. He likes the uniqueness of the light poles and chose them to fit with the new name of the business “Shorelight Inn”.

Chair Haughey asked if there was a garden area located in back of the business. Steven David stated that there is a parking lot in back of the business and no garden.

Commissioner Taagepera asked about the location of the light poles in relation to nearby residences. Steven David advised that one of the light poles is 5 feet from the property line of one residence next door.

Commissioner Van Landschoot had a question about page 52 section 4.5 of the Downtown Historic Conservation Plan, stating that it looks very close to the residence next door. He expressed concerns about page 56 section 2.4 stating that parking lot outdoor lighting is not to exceed 12 feet. He does not believe the lighting is consistent with a Craftsman Style home.

Commissioner Crompton agreed with Commissioner Van Landschoot and stated that if the light poles are not for lighting purposes, it needs to be more subtle. He expressed concern that the lighting will act as a beacon to attract customers.

Commissioner Mang feels the lighting is not appropriate and needs to be in the Arts and Crafts Style.

Commissioner McKee asked if 10 globes are necessary and it appears to be excessive. He stated that the area of the property is already highly trafficked and 10 globes are not necessary to attract attention to the business. He expressed concern about the railing that is already in existence, having not been approved by the Commission in the past. He doesn't believe that the Commission would have approved it in its current state.

Commissioner White expressed concern about the glare from the globes. He stated if the glare could be reduced, the light poles would not be that bad.

Commissioner Taagepera stated that the light poles are not consistent with smaller lighting fixtures on historic residences. She expressed concern that the decision could be precedent setting. She agreed with several other Commissioners that the area is already highly trafficked and needs to be more compatible with the Craftsman look. She suggested that it may be more compatible if only one small fixture was in place somewhere further in the background. Commissioner Taagepera asked if the existing railing was or would require a building permit.

Commissioner Crompton suggested adding a condition of approval that states that the second floor railing should match the third floor railing.

Chair Haughey agreed that from a historic point of view, the design is not compatible. She doesn't feel that streetlights should be compared to residential lighting. She doesn't like the railings. She stated that she doesn't want to financially impact applicants but the Commission is responsible for approval. She suggested to the applicant that there are many magazines that show Arts and Crafts style lighting for him to find other options.

Steven David - Applicant – Stated that he plans to change the railings to 4 inch spacing to match top and bottom. He also stated that he can withdraw his plan for the lightpoles if the Commission does not approve. He asked Commissioners if he could remove the trough and piece of artwork in the courtyard without commission approval. The Commission advised that he can remove them.

Commissioner Van Landschoot feels the Bay Trail traffic issue is a valid one.

Commissioner Taagepera suggested that condition number 3 of the resolution should be revised to show HPRC approval instead of the Public Works & Community Development Director for exterior alterations.

Commissioner Mang stated that city staff could handle approval for interior alterations.

RESOLUTION NO. 10-5 (HPRC)

**A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION
OF THE CITY OF BENICIA APPROVING DESIGN REVIEW FOR EXTERIOR
MODIFICATIONS TO THE FRONT FAÇADE OF 153 WEST E STREET**

On motion of Commissioner Crompton, seconded by Commissioner Taagepera, the above Resolution was adopted excluding approval of the lightpoles, change in language in condition number 3 and a condition added that the third floor balcony railing be replaced to match the railing on the second story, by the following vote:

Ayes: Commissioners Crompton, Mang, McKee, Taagepera, Van Landschoot, White and Chair Haughey

Noes: None

Abstain: None

Absent: None

V. **REGULAR AGENDA ITEMS**

A. **271 WEST J – NEW CARPORT AND MODIFICATION TO FRONT PORCH**

10PLN-25 Design Review
271 West J Street, APN: 0087-162-160

PROPOSAL:

The applicant requests design review approval to construct a new 600 square foot carport in the rear yard and modification of the front porch of an existing single-family residence. The existing residential building is designated as a contributing building to the Downtown Historic District.

Recommendation:

Approve design review request to construct a new 600 square foot carport in the rear yard and modification of the front porch of an existing single-family residence, based on the findings and conditions of approval set forth in the proposed resolution.

Amy Million gave a presentation on the project.

Commissioner Van Landschoot asked for a better picture than the one provided in the packet. Amy Million presented a clearer picture for Commissioners to view.

Commissioners discussed the height and location of the carport on the property. Amy Million stated that the accessory shed is proposed to be located 2-2 1/2 ft from the property line and 1 ft from the existing fence. Expansion is minimal to meet the Zoning Ordinance and does not increase the height.

Commissioners discussed the carport and had questions for the applicant.

Commissioner McKee asked if the posts for the carport would contain steel. The applicant Jon DiFrancesco stated that the architect on the project advised him that massive bracing will not be necessary and will contain steel inside of the posts.

Jon DiFrancesco-Applicant- Stated that the dimensions are 20 x 30 and will be painted to match the residence. He advised that he plans to enclose the stairs and paint it to match the present color.

Commissioner Mang asked if this residence entered into a Mills Act contract recently. Amy Million stated that it was in 2008.

Commissioner Mang feels that the integrity of the porch needs to be maintained.

Commissioner White asked when the porch was previously modified. Amy Million advised that there is no record of the date that occurred.

Commissioner Taagepera asked if the State Historic Building Code would be used in reference to height of railing posts and widths of balusters. Amy Million stated that the regular Building Code would be used unless requested by the Applicant. Commissioner Taagepera strongly expressed that the State Historic Building Code should be used. Commissioner McKee agreed with Commissioner Taagepera on this issue.

Commissioner McKee felt a lower height of the posts of the railing would be more historic. He also suggested that the risers be enclosed and felt that the horizontal tread looks sharper.

Commissioner Van Landschoot asked the applicant if the steps would be enclosed horizontally on both sides. The applicant stated that they will be.

Commissioner White asked if the poles for the roof support on the porch will be changed. The applicant advised that it would be too expensive.

RESOLUTION NO. 10- 6 (HPRC)

A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW TO CONSTRUCT A CARPORT IN THE REAR YARD AND MODIFY THE FRONT PORCH OF 271 WEST J STREET (10PLN-00025)

On motion of Commissioner Taagepera, seconded by Commissioner White, the above Resolution was adopted, with a language change from the Public Works & Community Development Director to HPRC for approval of exterior alterations, encouraging use of the Historic Building Code for new porch railings, posts and balusters, by the following vote:

Ayes : Commissioners Crompton, Mang, McKee, Taagepera, Van Landschoot and White
Noes : None
Abstain : Chair Haughey
Absent : None

Recess at 7:52 pm. Reconvened at 7:57 pm.

B. BUDGET/PRIORITIZATION SURVEY

As part of the ongoing effort to meet the City Council's desire to educate and engage the public on identifying solutions to the City's current fiscal condition, staff has developed a short Citizen Survey. The attached Citizen Survey is modeled after one used by the City of Concord, which was used to solicit community input on City services and assist staff and Council members in making informed decisions to address budget deficits.

Recommendation:

Fill out the survey prior to the meeting and discuss with staff.

Amy Million advised Commissioners of a Budget Prioritization meeting on June 29, 2010 and asked them to reach out to members of the community to participate. Chair Haughey stated that she was advised by the City Council to ask HPRC Commissioners to attend the meetings to be heard regarding budget priorities.

C. MILLS ACT COMPLIANCE REPORT

A report on the annual inspections of Mills Act properties is presented to the Commission for review.

Amy Million and Commissioners discussed the annual inspection report and issues regarding specific residences.

D. MILLS ACT PROGRAM GUIDELINES – Discussion of overall program to ensure guidelines meet the intent of the program.

Recommendation: Review the Mills Act Program Guidelines, and make recommendations, if any, to the City Council for updates to the program.

Amy Million and Commissioners discussed the current guidelines. After a lengthy discussion, she suggested that the Commissioners look at the guidelines again over the next month and revisit the issue.

Chair Haughey asked for a workplan worksheet to make things more clear.

VI. COMMUNICATIONS FROM STAFF

A. WINDOW STANDARDS

Staff will provide a copy of Resolution No. 10-4, window standards, adopted by the Commission at the May 27, 2010 meeting.

Commissioners were provided with a copy of the Resolution to refer to regarding what was previously approved.

VII. COMMUNICATIONS FROM COMMISSIONERS

Chair Haughey advised Commissioners that Gina Eleccion used to have a brochure of paint colors for historic properties. She also asked if we could give homeowners the Mills Act Brochure. Amy Million advised that the brochure no longer exists and has been replaced by informational packets given to homeowners.

Commissioners inquired about the status of the Demolition Ordinance. Amy Million stated that it was a work in progress but because of staff resources it has been moved down the list of priorities. Commissioner Taagepera expressed hopes that the new Land Use Manager could assist with the Demolition Ordinance in regards to the definition of emergency repairs. Chair Haughey asked the definition of emergency related to the IOOF building be agendized in the future.

Commissioner Taagepera asked that the criteria for listing buildings be addressed in the Historic Context as well as the definition of repair/maintenance for Mills Act properties and the contributing building listing process.

VIII. ADJOURNMENT

Adjourned at 9:05 pm.



BENICIA HISTORIC PRESERVATION REVIEW COMMISSION

CITY HALL COMMISSION ROOM

REGULAR MEETING MINUTES

**Thursday, July 22, 2010
6:30 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Mang, McKee, Van Landschoot, White and Chair Haughey
Absent: Commissioner Crompton and Taagepera (excused)

Staff Present:

Charlie Knox, Public Works & Community Development Director
Gina Eleccion, Management Analyst
Sharon Williams, Development Services Technician

- C. Reference to Fundamental Rights of Public**

II. ADOPTION OF AGENDA

On motion of Commissioner White, seconded by Commissioner Mang, the agenda was adopted by the following vote:

Ayes: Commissioners Mang, McKee, Van Landschoot, White and Chair Haughey
Noes: None
Absent: Commissioners Crompton and Taagepera
Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN COMMENT**
None.
- B. PUBLIC COMMENT**
None.

IV. CONSENT CALENDAR

None.

V. REGULAR AGENDA ITEMS

A. 146 WEST E STREET – DESIGN REVIEW

10PLN-43 Design Review

146 West E Street; APN: 089-174-020

PROPOSAL:

The applicant requests design review approval for exterior modifications to the residence of the existing non-contributing stucco building located within the boundaries of the Downtown Historic District. The zoning designation is Town Core-Open (TC-O). The proposed modifications include a new roof, new windows, new door, new stucco finish on exterior walls, exterior wall lighting, and replacing the existing six-foot tall wood fence.

Recommendation:

Approve design review request for exterior modifications to the residence of the existing non-contributing stucco building located within the boundaries of the Downtown Historic District, based on the findings and conditions of approval set forth in the proposed resolution.

Sharon Williams, Development Services Technician, gave an overview of the project. A history of the property was given, including the commercial aspect of the parcel. It was noted that BCDC was contacted regarding this project and determined that it did not require a BCDC permit.

The Commissioners discussed the project. The siding, stucco and roof were discussed.

Mark Hajjar, on behalf of applicant – He noted that repair work began on the building without any permits. Once a stop work order was placed on the property, the City was contacted to resolve the permitting issues. The initial repairs became more extensive than originally anticipated. Originally, a stucco wall was proposed, which would have triggered BCDC permits, but based on the needs of the applicant, the stucco wall was removed.

The Commissioners had questions about the ark. Mark Hajjar noted that there was no residue of the ark on the property. In addition, he noted that modifications have been made to the property through the years. He noted that the stucco wall triggered BCDC permitting because it was a change in material.

There was a question regarding the roof. Mark Hajjar noted that the roof will be re-structured, but will not alter the shape of the building. There were questions about trimming of the windows. Mark Hajjar noted that this is not consistent with the Mediterranean architecture.

The public hearing was opened.

Sandra Shannonhouse – she noted that the building is below the water level. She submitted a letter to the Commission, which she read into the record.

Jack Maccoun – He thinks this is a great project and would like to see it finished quickly.

The public hearing was closed.

The Commissioners discussed the project. Questions were asked regarding the flood issues related to this project. Charlie Knox noted that conditions might be able to be placed on the building permit regarding floodproofing.

Commissioners questioned what triggered design review on this project. Staff noted that any change in materials requires design review approval at the Commission level.

Comments were made regarding the flood issue being an engineering issue and that is something the property owner should address with an engineer. The Commission may make suggestions, but can't require this.

Commissioner Van Landschoot submitted comments regarding the project. Charlie Knox clarified that the property is zoned Town-Core Open.

Gina Eleccion noted that the guidelines in the Downtown Historic Conservation Plan establish standards for historic properties. As this is a non-historic property, it should be evaluated based on compliance with the guidelines, but does not need to adhere to all of the materials set forth in the Plan.

Commissioners commented on the architectural style related to this project. There were concerns with the windows proposed and the flat roof.

Regarding ancillary buildings, there were questions regarding its materials related to the primary building.

Commissioners commented on the fence. Sharon Williams noted that there is a 3-foot chain link fence on the property. She noted that a 6' fence exists at least 15' back from the property.

RESOLUTION NO. 10-7 (HPRC) - A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW FOR EXTERIOR MODIFICATIONS TO 146 WEST E STREET

On motion of Commissioner Mang, seconded by Commissioner White, the above resolution was adopted by the following vote:

Ayes: Commissioners Mang, McKee, White and Chair Haughey
Noes: Commissioner Van Landschoot
Absent: Commissioners Crompton and Taagepera
Abstain: None

B. DESIGN REVIEW – LOW IMPACT PARKING LOT AT BENICIA CITY HALL

(Chevron Energy Solutions)

Design Review

250 East L Street, APN: 88-141-060

PROPOSAL:

The project includes the following:

1. Installation of carports with solar photovoltaic panels, for energy and cost-savings, and as a demonstration of renewable energy projects for the City of Benicia.
2. Removal of a non-historic retaining wall and non-historic structures (quonset huts) in the existing parking lot.
3. Low-impact development, landscaping in parking lot and along East L Street frontage.

The project will not touch the existing historic resource, nor will it affect the historic integrity of the existing City Landmark. The project will not affect the property's potential to be historically designated on the State or Federal level.

Recommendation: Approve design review request for modifications to the City Hall parking lot located at 250 East L Street, based on the findings and conditions of approval set forth in the proposed resolution.

Charlie Knox, Public Works & Community Development Director, gave an overview of the project. He noted that this is an exciting project because, aesthetic benefits, energy conservation and cost savings, and climate implementation. He provided an overview of the other City-facility solar sites and noted that this project is funded through bonds. He noted that the funding window on this project is very limited. He noted that the return on this project is estimated to be a savings of \$100,000 or more in annual energy costs to the General Fund.

Commissioners discussed the project. There were questions about the police evidence locker remaining. Rod Sherry, Engineer, noted that he believed the removal of this structure was not an option at this time due to Police Department use. It was more an issue of function, rather than structure.

Charlie Knox noted that there is additional landscaping on the western edge of the site near the police department. The final design will address the slope regarding height differential.

There were comments about the ADA accessibility. In addition, there was a suggestion for additional City Hall signage.

The construction of the solar panels was discussed. The solar panels are at a 5 degree tilt, so the panels appear thinnest from across K street.

The public hearing was opened.

Rae Lynn Fiscalini, Architect – Speaking on her own behalf, stated that she is pleased to see a project incorporating climate action plan strategies. She commented on the trees.

She suggested including additional street trees, and possibly establishing a community garden or a demonstration/education garden. Evergreen shrubs were suggested as an alternative to trees. There were questions about bioswales and the design related to landscape opportunities. Security of the panels was mentioned and the location of the inverter. There was concern with the potential of glare off the panels. This might be a good location for an open-air shelter.

Charlie Knox noted that the inverter would be located where the existing trailer is. The inverter would be screened. He does not believe there will be a glare issue due to the angle of the panels and sun angles throughout the year.

Rod Sherry, Engineer, noted that the bioswale is a section of permeable soil that allows plant growth. In addition, the permeable pavers allow for filtration.

David Hernandez, Chevron Energy, noted that a glare study could be done, but it doesn't appear to be an issue on this project. There are options to secure the panels, which are relatively low cost. There are tamper-resistant connectors.

Charlie Knox introduced Doug Vu, Associate Planner. He is a new City staff member and has a background in landscape architecture.

The public hearing was closed.

Commissioners discussed the project. Landscaping was discussed. Commissioners liked the idea of shrubs versus trees, as the trees could create issues with the solar panels. There was a suggestion to build in a water collection/pump system. Rod Sherry noted that this tends to be more common on the east coast.

Charlie Knox noted that if the Commission approves the project, a local landscape architect would be hired to design the final landscape plan prior to submitting the project to the City Council for approval.

Commissioners discussed the Quonset huts and the possibility of moving them. Rod Sherry noted that there are substantial foundations on these structures and there are lead and asbestos issues. He noted it would be extremely expensive. There was a question about the scoreboard and the possibility of the Historical Museum taking it to exhibit.

RESOLUTION NO. 10-8 (HPRC) - A RESOLUTION OF THE HISTORIC PRESERVATION REVIEW COMMISSION OF THE CITY OF BENICIA APPROVING DESIGN REVIEW FOR MODIFICATIONS TO THE CITY HALL PARKING LOT LOCATED AT 250 EAST L STREET

On motion of Commissioner White, seconded by Commissioner Van Landschoot, the above resolution was adopted by the following vote:

Ayes: Commissioners Mang, McKee, Van Landschoot, White and Chair Haughey
Noes: None
Absent: Commissioners Crompton and Taagepera
Abstain: None

A recess was called at 8:12 p.m. The meeting was reconvened at 8:20 p.m.

C. **MILLS ACT PROGRAM GUIDELINES (Continued from June 24, 2010)** – Discussion of overall program to ensure guidelines meet the intent of the program.

Recommendation: Review the Mills Act Program Guidelines, and make recommendations, if any, to the City Council for updates to the program.

Gina Eleccion provided an overview of the Mills Act Program. Based on previous discussions, a red-lined version of the program guidelines was submitted to the Commission for review and discussion.

Commissioners discussed the program and provided the following comments or questions:

Van Landschoot – Maintenance contracts and whether they should be allowed. He questioned what happens when a contract is cancelled.

Mang – Would like more detailed work programs. Maintenance only contracts are acceptable.

McKee – Clarify scope of work.

White – Clarify scope of work/more details. Maintenance contracts should be allowed. The financial aspects of the program are not the concern of this commission.

Haughey – Maintenance contracts should be allowed.

Gina Eleccion submitted an updated program spreadsheet to the Commission and public, which reflected actual values from the Solano County Assessor. Based on the updated spreadsheet, the annual revenue reduction to the City as a result of the Mills Act Program is \$30,000.

Commissioners discussed the idea of recommending an annual threshold for the program. Gina Eleccion noted that the original threshold set was \$30,000 per year, however, since the threshold has been reached, it might be appropriate to make a recommendation to Council. In addition, based on economic conditions, it would be responsible to look at establishing a limit for the program.

On motion of Commissioner Mang, seconded by Commissioner White, the consensus of the Commission was to recommend changes to the Mills Act Program Guidelines, as outlined in the red-lined version presented, with the removal of all changes to “maintenance only” contracts, by the following vote:

Ayes: Commissioners Mang, McKee, Van Landschoot, White and Chair
Haughey
Noes: None
Absent: Commissioner Crompton and Taagepera
Abstain: None

D. PRIORITY LIST OF DISCUSSION ITEMS

Staff and Commission will discuss and review the Commission's discussion items, including ranking of topics.

It was the consensus of the Commission to continue this item to the next meeting.

VI. COMMUNICATIONS FROM STAFF

A. ANNUAL STATUS OF CITY-OWNED HISTORIC STRUCTURES

The Parks and Community Services Department has prepared a maintenance update of City-owned historic structures. This includes information on the Commanding Officer's Quarters Standards of Use, as requested by the Commission.

Gina Eleccion presented a memo prepared by the Parks and Community Services Department. The Commission discussed the memo.

Commissioners discussed this item and stated concerns with the Von Pfister Adobe. Staff suggested setting up a meeting with Parks staff to discuss this issue. Commissioners White, Van Landschoot and Commissioner McKee or Chair Haughey depending on availability, will attend along with City staff.

Commissioners noted that chairs in the Commanding Officer's Quarters are being dragged by the attendant. The Commission would like this dealt with. In addition, they would like more chairs and possibly felt on the bottom of chairs.

VII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Van Landschoot commented on the window at 251 West G Street. In addition, he noted the lights at 153 West E. Staff advised that they are aware of both issues and have been in contact with each property owner.

Commissioner Haughey stated that there is scaffolding up at the church on West J Street. Staff will look into this.

Commissioner Mang thanked staff for holding the May meeting at the Commanding Officer's Quarters.

VIII. ADJOURNMENT

Chair Haughey adjourned the meeting at 9:30 p.m.



Public Works & Community Development Department
MEMORANDUM

Date: August 18, 2010
To: Historic Preservation Review Commission
From: Gina Eleccion, Management Analyst *GE*
Re: Workshop to review and discuss the Draft Historic Context Statement

The State Office of Historic Preservation awarded the City of Benicia a grant for \$25,000 from the 2009 Certified Local Government Grant Program in order to prepare a citywide historic context statement. This is an important step in the City's commitment to ongoing preservation efforts.

A historic context statement will provide a framework for ensuring that new development, remodeling, and building renovation is more compatible with existing historic resources.

The historic context statement will provide a comprehensive basis for evaluating and designating historic resources, and will more formally document the historic heritage of Benicia. It will assist in the preservation and protection of existing historic resources, as well as identification of new historic resources and/or districts. In addition, it will provide an additional resource for staff and property owners to determine compatibility with new development and building renovation of both historic and non-historic properties.

City staff has been working with Page & Turnbull and an Ad Hoc Committee comprised of Chair Haughey, Commissioner Taagepera, Jerry Hayes and Bonnie Silveria to prepare a draft context statement.

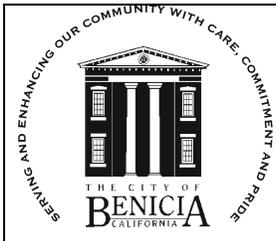
The draft context statement includes an overall history of Benicia, particularly as it relates to the built environment. Of particular note, each section of the plan includes the following headings:

- Integrity
- Minimum Eligibility Requirements
- Other Integrity Considerations
- Significance

Staff requests that the Commission and public review the draft and provide comments. Comments from the workshop, along with the State Office of Historic Preservation's comments, will be incorporated into the final draft. The final draft should be completed by the end of September, and will be presented to the Commission for a recommendation to the City Council.

Attachment:

- Draft Historic Context Statement



Public Works &
Community Development Department
MEMORANDUM

Date: August 18, 2010
To: Historic Preservation Review Commission
From: Gina D. Eleccion, Management Analyst
Re: Status of Priority List of Discussion Items

Per adopted Rules and Procedures, the Historic Preservation Review Commission shall maintain a list of priority items (Exhibit A, attached). This list provides the basis of both strategic plan priorities to City Council, as well as ongoing topics for discussion and action by the Commission. This list shall be reviewed and prioritized on a semi-annual basis. Items may be added to the list by a majority consensus of the Commission.

As some items have been added, and others are complete, staff is requesting that the Commission re-evaluate the list and rank the topics in order of priority. This will provide a realistic work plan for both the Commission and Staff. Staff will continue to update the Commission on the status of the discussion items during staff communications.

As a reminder, these items are agendized based on meeting availability and staff workload. The original intention of the discussion items was not to have an agenda item at each meeting, but rather to address the highest priority items quickly, and then deal with the other items as workload allows. Staff recognizes the Commission's desire to have these items agendized and will do our best to ensure this occurs.

Attachment:

- Exhibit A – Priority List of Discussion Items

Priority List of Items

Priority	Strategic Plan Projects	Status
1	Historic Context Includes: <ol style="list-style-type: none"> 1. Portuguese Influence 2. Properties over 50 years old 	2009 – received grant. In process. 2008 – Applied for grant. Did not receive.
2	Downtown Historic Conservation Plan Update Includes: <ol style="list-style-type: none"> 1. Window Standards – Review existing resolution establishing window standards 2. Craftsman Cottages 3. Paint Standards for the H overlay district 4. Design Guidelines for non-historic homes 5. Skylights 	Pending update to Historic Resource Inventory May 2010 – Updated window policy (Reso. No. 10-4) May 2010 – Reviewed paint/skylights
Priority	Topics	Status
1	Commanding Officer's Quarters – Standards of Use	Requested by Commission (agendized 7/22/10)
2	Title 17.54 <ul style="list-style-type: none"> • Listing Process - Formal process for property owners to restore non-historic properties and apply for designation as a contributor or landmark • Demolition Ordinance 	In process Directed by City Council, further requested by Commissioner Taagepera
3	Fee Schedule and Design Review Process (for both historic and non-historic properties)	Requested by Commissioner Taagepera
4	Definitions of "repair", "emergency", "minor"	Requested by Commission
5	Downtown Mixed Use Master Plan Amendment	Requested by Commissioner McKee
6	Preservation of Historic Sites	Requested by Commissioner White (memo submitted 7-20-09)

<u>ANNUAL</u>		
	Mills Act Compliance Report	Report on annual inspections
	Certified Local Government Report	Discussion of annual report submitted to SHPO
	City-owned Historic Buildings (Project Status and Maintenance)	Parks & Community Services Dept. will prepare an annual status report
<u>COMPLETED</u>		
	Story Pole requirement for projects that require Design Review in the H overlay district	Complete. Implementation program of the Downtown Mixed-Use Master Plan
	Mills Act Monitoring	Complete. Monitoring Program adopted 8-31-06
	Property Maintenance Issues	Complete. Staff report 9-28-06. No further action required
	Design Review for all single-family homes in the H overlay district	Complete until update of DHCP to include design guidelines
	Mills Act Program – Training, discussion of overall program and recommendation to City Council for amendments	Completed November 2008 - Additional discussion on program eligibility. Minimal changes recommended. SHPO training early Spring 2008 Program overview 7-24-08
	Standing Historic Subcommittee with Benicia Historical Society	April 23, 2009 – Commission discussed forming committees for specific topics as time allows Requested by Bonnie Silveria
	Information to Historic Property Owners and Realtors (Notification of historic property designation status & eligibility for Mills Act)	Completed Certified resolution (No. 09-26) recorded with County Recorder with list of properties. Previous action - Staff report 1-25-07. Staff to draft language to be included on deed. Will cost City approximately \$15,000 to implement.

	Secretary of the Interior Standards for Treatment of Historic Properties	Ongoing SHPO training (Mark Huck) February 2008 Additional discussion requested by Chair Mang
	Mills Act Program Update	Completed July 2010 Recommendation to City Council to update Program Guidelines Requested by Commissioner Mang

- ❑ List to be reviewed bi-annually (January & July)
- ❑ Strategic Plan Projects require Council direction/funding
- ❑ Discussion Topics to be agendized reasonably, based on required agenda items and staff workload
- ❑ Chair/Staff set agendas