

CITY OF VENTURA

HISTORIC PRESERVATION COMMITTEE MINUTES

Laura O'Neill, Chair
Ann Huston, Vice-Chair
Dena Mercer, Member
Paul Muller, Member
Rachel Perzel, Member

Peter Gilli, Community Development Director
Neda Zayer, Assistant Community Development Director
Andy Heglund, Senior Assistant City Attorney
Tracy Oehler, Assistant City Clerk

**REGULAR MEETING
WEDNESDAY, AUGUST 5, 2020 – 4:00 P.M.
WEBEX**

Chair O'Neill called the meeting to order at 4:00 PM.

ROLL CALL

Present: Members Muller, Perzel, Vice-Chair Huston, and Chair O'Neill

Absent: Member Mercer

Staff: Neda Zayer, Assistant Community Development Director
Andy Heglund, Senior Assistant City Attorney
Maruja Clensay, Senior Planner
Tracy Oehler, Assistant City Clerk

PUBLIC COMMUNICATIONS - None

CONSENT ITEM

- 1. Approval of the HPC June 17 and July 1, 2020 Meeting Minutes.**

Recommended Action: Approve, as presented.

Chair O'Neill made a motion to approve the June 17 and July 1, 2020 Historic Preservation Committee Meeting Minutes as presented.

Vice-Chair Huston seconded the motion.

Upon call of the roll, the vote was as follows:

AYES: Members Muller, Perzel, Vice-Chair Huston, and Chair O'Neill

NOES: None

ABSTAIN: None

RECUSED: None

ABSENT: Member Mercer

Assistant City Clerk Oehler declared the motion carried 4 – 0; with member Mercer absent.

FORMAL ITEM

2. PROJ-8105 – Anacapa Courts Design Review located at 297-299 East Main Street.

Request for Formal Design and Historic Preservation Design Review of the preservation and rehabilitation of an existing historic resource (Top Hat) and construction of a 3.5-story mixed use building with 3,850-square feet of ground floor commercial, 24 residential condominium units, including 4 inclusionary units, and 41 space parking garage on a 21,845 square-foot site in the Urban Core (T6.1) zone.

Recommendation: Historic Preservation Committee recommend the Planning Commission approve:

1. A Mitigated Negative Declaration and Mitigation Monitoring Program; and
2. Formal Design and Historic Preservation Design Review, subject to conditions.

Case Planer: Maruja Clensay, Senior Planner

Applicant: Downtown Ventura Properties III, LLC

Materials: staff report, environmental notice of decision, project notice of decision, project plans

SPEAKERS:

Staff: Neda Zayer, Assistant Community Development Director, Maruja Clensay, Senior Planner, Greg Martin, IS/MND consultant (Rincon Consulting, Inc.)

Applicant: Sandy Smith, applicant's representative (Sespe Consulting, Inc.), Nick Deitch, architect (Mainstreet Architects + Planners, Inc.), Mitch Stone, historic preservation consultant (available to answer questions) (San Buenaventura Research & Associates)

Member of the Public: Stephen Schafer

Emails: Staff received 2 public comments and they were posted online.

Documents: PowerPoint by staff and applicant

Ex Parte Communication: None

Chair O'Neill made a motion recommending that the Planning Commission approve the Mitigation Negative Declaration (MND) and a Mitigation Monitoring and Reporting Program (MMRP) subject to conditions in the Notice of Decision, **HPC-2020-04** entitled:

**HISTORIC PRESERVATION COMMITTEE
RECOMMENDING THAT THE PLANNING COMMISSION APPROVE
THE MITIGATED NEGATIVE DECLARATION AND A MITIGATION,
MONITORING AND REPORTING PROGRAM FOR
THE ANACAPA COURTS PROJECT
LOCATED AT 297-299 EAST MAIN STREET**

**PROJ-8105
Case No. EIR-3-15-26898**

with the following modifications:

- Last sentence of paragraph CUL-1: Preservation in Place and Archaeological Monitoring, Section 7 – “... *Archaeological deposits outside of Area 1 shall be monitored to collect unique artifacts unearthed during construction, and any collected artifacts shall be curated at the Museum of Ventura County.*”

Expound the sentence to include that the assigned Archaeologist will make a determination whether additional testing or excavation is needed prior to disturbing any deposits or artifacts encountered outside of Area 1 that have not been evaluated before.

- Additional Historic Resource Mitigation Measures are required:
 - The Historical Resources Treatment Plan (Top Hat Preservation and Rehabilitation Plan) shall be prepared by a professional who meets the Secretary of Interior’s Professional Qualification Standards in Historic Architecture or Architectural History with added note that the current memo by the San Buenaventura Research Associates may fulfill this role with some modifications.
 - Retain the qualified architectural historian hired as part of the design team for the rehabilitation of the historical resource on the project site with the responsibility to review the progress of the Top Hat Preservation and Rehabilitation Plan at the 50% and 90% construction phase until it has reached 100% completion. The team should submit a memorandum (*based on the Secretary of Interior Standards*) to the City at each stage of completion that outlines how the project complies or does not comply to the Top Hat Preservation and Treatment Plan, and how to bring it into compliance in order to meet the requirement of the environmental document.

- The qualified architectural historian should be available to monitor and respond to field changes that may come up during construction, including excavation of land adjacent to the historic resource, rehabilitation effort, and approved demolition.
- Timing. These Resource Mitigation Measures should be officially part of the project's environmental document, and the required Historic Resource Treatment Plan shall be approved prior to building permit issuance for the new building.
- The MND and MMRP should not be officially approved until the cultural resource mitigation measures are refined and added to the final document.

Vice-Chair Huston seconded the motion.

Upon call of the roll, the vote was as follows:

AYES: Members Muller, Vice-Chair Huston and Chair O'Neill

NOES: None

ABSTAIN: None

RECUSED: Member Perzel

ABSENT: Member Mercer

Assistant City Clerk Oehler declared the motion carried 3 – 0; with member Perzel recused and member Mercer absent.

Vice-Chair Huston made a motion that the HPC concurred with Design Review Committee and recommended that the Planning Commission approve the project's design subject to conditions in the Notice of Decision, **HPC-2020-05** entitled:

**HISTORIC PRESERVATION COMMITTEE
RECOMMENDING THAT THE PLANNING COMMISSION
APPROVE THE FORMAL DESIGN AND THE HISTORIC
PRESERVATION DESIGN FOR THE ANACAPA COURTS
PROJECT LOCATED AT 297-299 EAST MAIN STREET**

**PROJ-8105
Case Nos. DRC-3-15-26897, HPDR-8-18-46656**

Chair O'Neill seconded the motion.

Upon call of the roll, the vote was as follows:

AYES: Members Muller, Vice-Chair Huston and Chair O'Neill

NOES: None

ABSTAIN: None

RECUSED: Member Perzel

ABSENT: Member Mercer

Assistant City Clerk Oehler declared the motion carried 3 – 0; with member Perzel recused and member Mercer absent.

STAFF & COMMITTEE COMMUNICATIONS

Assistant Community Development Director Zayer informed the Committee of the upcoming September HPC hearings.

Committee member Muller asked updates on Historic Survey.

ADJOURNMENT – There being no further items to discuss, the meeting adjourned at 5:36 P.M.