

CITY OF WOODLAND  
HISTORICAL PRESERVATION COMMISSION

APPROVED ACTION MINUTES  
February 11, 2009

MEMBERS PRESENT: Brookshear; Bunse; Orlins; Butler  
MEMBERS ABSENT: None  
STAFF PRESENT: Stillman; Morris

Roll Call:

- Meeting called to order at 6:00 PM.

Approval/Revision of Agenda:

- Revised agenda was approved unanimously

Approval of Minutes:

- Minutes for January 14, 2009 will be approved at March 11, 2009 meeting due to Staff error.

Certificate of Recognition - Margaret Vicars

- Margaret Vicars accepted the Certificate of Recognition for her work on the Historical Preservation Commission and gave a short speech thanking the Commission and the community.

Secretary's Report

**a) 210 Lincoln**

- Jimmy Stillman provided an update on 210 Lincoln. He said that 75 percent of the framing of under floor. He said the house will be lowered in 2-3 days. He said that the next step will be to put a new roof on the building.

**b) Keehn House**

- Commissioner Orlins asked to change the address in the agenda to properly reflect the location of the Keehn House at Court and East Street.
- Jimmy Stillman said that there is no actual address for the house. He received a letter from the property owner that says that section of the relocation plan specifies that the project meets the Secretary of the Interior Standards for exterior and interior. He said that due to the unknown status of the Rite Aid development, the City would like to break the project into two parts: the construction of Rite Aid and restoration of the Victorian, with the house getting priority. He discussed the restoration and relocation conditions for development of Rite Aid. He said that restoration program for the house will be submitted to the State Historic Preservation Office. He said that property should sell and the City wants Petrovich Development to finish the house.

**c) Annual Preservation Awards**

- Commissioner Bunse said that the Stroll Through History as a group is not on the Preservation Awards list.
- Commissioner Butler said that no awards were given from 1997 to 2002.
- Commissioner Brookshear said that they should consider a Preservation Award for the Capitol Hotel.

**d) 2009 HPC Work Program**

- Jimmy Stillman said that Chairperson will speak to the City Council and let them know what the Historical Preservation Commission has planned for the following year.
- Commissioner Bunse said that she will possibly be giving the presentation instead of Chairperson Brookshear.
- Jimmy Stillman said that Historical Preservation Commission should be presented as a tool and not an obstacle for the City. He said that Certified Local Government status brings in grant money and façade improvement program improves the overall image of the City.
- The commission then proceeded to go over the 2009 HPC Work Program Memorandum and make minor changes to dates and timelines. There were no major revisions made.

Public Comment:

- None

Commission and Staff Comments:

- None

Heritage Home Nominations:

- Commissioner Orlins discussed 27 Pershing, a self nominated house. He said that the only problem with this house is the possible replacement of windows at some point that are not the original style.
- Commissioner Butler said that there were lots of little changes on the Pershing houses.
- Commissioner Bunse likes the idea of doing self-nominated properties. She said that the Third Street house is in the Walking Tour book and worthy of award.
- Commissioner Orlins nominated the early California ranch style home at 511 Sunset, behind Beamer School. He feels the house is old enough to be nominated, that it is a modest house and is intact with no modifications since construction. He said that few or no type of this style has won an award in previous years. He said that there are other examples of this style found on the street and the landscaping is appropriate to the style and size of house.
- Jimmy Stillman said that if we have three strong candidates, the Commission can move forward. He said that five are not required. He said that March is the deadline to get nominations in and it gives Staff two weeks to get plaques and do research. He asked the Commission to email him with any additional nominations.

Ordinance Update: Chapter 12A:

- Commissioner Brookshear said they should keep the current schedule of designation procedures in March. In April, the Commission will discuss review procedures. In May, the Commission will do Heritage Home awards and in June, the Commission will work on the appeal process. She said they will extend the discussion of appeals and the review process in two parts. She said that they need enforcement and definitions and won't work on definitions until after legal council reviews.

- Jimmy Stillman said that Code Enforcement Staff would do enforcement of the ordinance.
- Commissioner Orlins asked if there is still a vacant position on the Commission.
- Jimmy Stillman said that Sue Vannucci has published the vacancy in the paper. He said that one name has been passed to the City Council for review and that the Commission should ask the City Council about the vacancy at the 2009 HPC Work Program Meeting. He said that he will add the vacancy as a continuing element of the agenda until filled.

Creation of November 12, 2008 Action Minutes

- The Commission moved that it should be made up of five members.
- The Commission moved that a four-year term should be retained.
- The Commission moved that the terms should not be required to be staggered and that the Commissioner's term would last four years from the time that appointed to the Commission.
- The Commission moved that there will be no term limits for members.
- The Commission moved that professional experience in the field of historic preservation or a related field is desirable for Commission member to possess but is not a requirement.
- The Commission moved that Ralph M. Brown Act is a sufficient guide to deal with conflicts of interest that may occur with members on the Commission.
- The Commission moved to add "And to fulfill the City's responsibilities as a Certified Local Government under Federal preservation laws and for the California Environmental Quality Act regarding historic resources" to Section 12A-1-1: Purpose.
- The Commission moved to add "To review proposed infill in historic districts, major rehabilitation projects of designated properties, demolition, removal, moving, or making alterations which affect the exterior appearance of, a designated historical landmark, or undertake the same with respect to any structure located in a designated historical district" and "To review and comment on the decisions and documents (including but not limited to environmental assessments, environmental reports and environmental impact statements) when such decisions and/or documents may affect historical resources/districts and/or potential historical resources/districts in the City" under Section 12A-2-5: Powers and Duties.

The meeting was adjourned at 7:21 PM.

Respectfully submitted,

James A. Stillman  
Associate Planner