



Community & Economic Development Department

Planning Division

3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

HISTORIC PRESERVATION FUND COMMITTEE MEETING DATE: JULY 21, 2016

AGENDA ITEM NO.: 2

I. CASE NUMBER: P15-0748

II. PROJECT SUMMARY:

- 1) **Proposal:** Request to modify previously approved project completion schedule for an \$8,911 grant awarded on April 11, 2016.
- 2) **Location:** 4225 Rosewood Place
- 3) **Ward:** 1
- 4) **Applicant:** Michelle Pierce
- 5) **Case Planner:** Scott Watson, Assistant Planner
(951) 826-5507
swatson@riversideca.gov

III. RECOMMENDATION:

That the Historic Preservation Fund Committer:

1. **APPROVE** the requested modification to the project completion schedule for Planning Case P15-0748.

IV. BACKGROUND/HISTORY:

On April 11, 2016, the Historic Preservation Fund Committee unanimously award Michelle Pierce an \$8,911 reimbursement grant for a like-for-like re-roof of a single family residence located at 4225 Rosewood Place. On Thursday May 28, 2016, staff received a phone call from Ms. Pierce stating she completed the project and would like to know how to request the reimbursement funds. Ms. Pierce had obtained permits and completed the project appropriately. In the attached email for Ms. Pierce, dated May 31, 2016, she explains her urgency to complete the project due to El Niño. Staff informed Ms. Pierce that they would have to determine the manner in which to move forward, as an agreement had not yet been executed. Following a discussion with City Attorney's Office, it was determined that the HPFC has the authority to modify the project completion schedule and request a modified agreement.

Item #3 of the approved Grant Conditions state "Prior to commencement of work the agreement shall be fully executed and recorded." Additionally, the grant application, which is signed by all applicants states, "If a grant is awarded, execution of a separate performance covenant and agreement must be executed and recorded prior to commencement of work." This condition was based on the grant General Provisions, which states, "Funds are awarded based upon the execution of a grant agreement for performance on non-construction projects or performance and maintenance for construction projects (which will be recorded on the property) between the City and the property owner. Following the HPFC meeting staff began compiling documentation to request the agreements from the April 11, 2016 meeting be drafted by the City Attorney's Office. These agreements are currently being drafted.

V. ENVIRONMENTAL ANALYSIS:

It has been determined this project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15331 (Historical Resource Restoration/Rehabilitation).

VI. PUBLIC NOTICE AND COMMENTS:

Public notices were published in one newspaper of general circulation within the City, and mailed to property owners and occupants adjacent the site, at least ten (10) days prior to the scheduled hearing. No responses were received to date.

VII. EXHIBITS:

1. Email from Ms. Pierce

Watson, Scott

From: Adame, Gayat
Sent: Tuesday, July 12, 2016 10:05 AM
To: Watson, Scott
Subject: FW: [External] RE: Historic Preservation Fund

From: Michelle Pierce [mailto:michellehpierce@gmail.com]
Sent: Tuesday, May 31, 2016 4:05 PM
To: Adame, Gayat
Cc: Gettis, Erin
Subject: [External] RE: Historic Preservation Fund

Thank you for the information you provided in this email.

I would like to plead my case in that this grant is very important for me in paying for the roof. I used Hero funding to finance the project. My plan was to use the grant to pay the significantly increased property tax bill I will receive. I am retired, and the grant was my justification for moving forward with the project.

I was very excited to get the grant at the meeting, and even more excited to qualify for the Hero program. We had some rain shortly after the meeting and I got panicked about the roof. In hindsight it would have made sense for me to contact your office before moving forward with the project, but unfortunately I didn't. There were other stresses in my life at the time, and I wasn't thinking logically. I just wanted a non-leaking roof.

After reading the attachments, I did follow most of the rules. The company I chose did pull a permit, and the roof complies with Title 24 requirements. There are pictures of the work.

I would like to continue to personally work on my house to increase the curb appeal to be equal with my neighbors. I have a lot of projects started to that end. Without the grant funding, I will not have the time or money to continue.

Thank you for your consideration.

Michelle Pierce

Sent from [Mail](#) for Windows 10

From: [Adame, Gayat](#)
Sent: Friday, May 27, 2016 5:20 PM
To: [Michelle Pierce](#)
Cc: [Gettis, Erin](#)
Subject: Historic Preservation Fund

Hi Ms. Pierce,

I spoke to Scott and he let me know that you have already completed to the work you proposed for the HPF Grant. The attached letter that should have been sent to you after the hearing apparently did not reach you. That is our mistake, though I would like to emphasize that the application you submitted, the General Provisions, and the F.A.Q sheet that was handed to you in the meeting all stated that you cannot start work until a contract is signed with the City.

Please give us time to discuss this with the City Attorney's Office.

Gaby Adame

Assistant Planner

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