



Community & Economic Development Department
3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

Planning Division

CULTURAL HERITAGE BOARD MEETING DATE: OCTOBER 20, 2021
AGENDA ITEM NO.: 4

ITEM DESCRIPTION

Case Number	Not Applicable
Request	To approve the amended July 21, 2021 Cultural Heritage Board Minutes
Project Location	Citywide
Wards	All
Staff Planner	Scott Watson, Historic Preservation Officer 951-826-5507 swatson@riversideca.gov

RECOMMENDATIONS

Staff recommends that the Cultural Heritage Board approve the amended July 21, 2021 Cultural Heritage Board Minutes.

BACKGROUND/DISCUSSION

On August 18, 2021, The Cultural Heritage Board (CHB) approved the minutes of the July 21, 2021 meeting. On September 9, 2021, Board Member McDoniel brought to staff's attention that the minutes did not accurately reflect her motion for the acceptance of the CHB Rules for the Transaction of Business (Rules). The approved minutes states:

Motion made by Board Member McDoniel, Seconded by Board member Ferguson to accept Rules as follows: 3:30 pm shall remain the meeting time, Article XIV – Except as directed by a majority vote of the Board, or as specifically requested by the City Council, Board Members are not to address the City Council as a Board Member. Board Members may address the City Council, in their capacity as City residents, but not on any issue over which the Board has or may exercise jurisdiction.

Staff reviewed the video of the July 21, 2021 meeting and determined that the motion was incorrectly transcribe in the meeting minutes. To accurately reflect the motion for the acceptance of the Rules, staff is recommending amending the meeting minutes to read:

Motion made by Board Member McDoniel, Seconded by Board member Ferguson to accept Rules as presented by staff with the exception of leaving the meeting at 3:30 pm and striking the last portion of Article XIV, which reads "but not on any issue over which the Board has or may exercise jurisdiction."

EXHIBITS LIST

1. Amended July 21, 2021 CHB Minutes

Prepared by: Scott Watson, Historic Preservation Officer

Reviewed by: David Murray, Principal Planner

Approved by: Mary Kopaskie-Brown, City Planner



City of Arts & Innovation

CULTURAL HERITAGE BOARD MINUTES

WEDNESDAY, JULY 21, 2021, 3:30 P.M.
VIRTUAL MEETING
PUBLIC COMMENT VIA TELEPHONE
3900 MAIN STREET

BOARD MEMBERS

PRESENT: M. Carter, N. Ferguson, J. Gamble, P. Horychuk, S. Lech, C. McDoniel, C. Tobin

ABSENT: J. Brown, J. Cuevas

STAFF: M. Kopaskie-Brown, D. Murray, S. Watson, A. Beaumon, F. Andrade

Chair Lech called the meeting to order at 3:30 p.m.

ORAL COMMUNICATIONS FROM THE AUDIENCE

There were no comments from the audience.

CONSENT CALENDAR

The Consent Calendar was unanimously approved as presented below affirming the actions appropriate to each item.

MINUTES

The minutes of the meetings of June 16, 2021, were approved as presented.

CULTURAL HERITAGE BOARD ATTENDANCE

The Board excused the absence of Board Member Tobin from the June 16, 2021 meeting due to technical difficulties

The Board pulled item 3 for discussion.

Motion made by Board Member Gamble, Seconded by Board Member Horychuk to approve items 2 and 4 of the Consent Calendar.

Motion Carried: 7 Ayes, 0 Noes, 2 Absent, 0 Abstention

AYES: Carter, Ferguson, Gamble, Horychuk, Lech, McDoniel, Tobin

NOES: None

ABSENT: Brown, Cuevas

ABSTENTION: None



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DISCUSSION CALENDAR

2021-2nd QUARTER REPORT ON HISTORIC PRESERVATION ACTIVITY

Board Members McDoniel and Gamble asked questions. Mr. Watson, Historic Preservation Officer, responded to their questions.

Motion by Board Member McDoniel and Seconded by Board Member Ferguson to approve item 3, 2021 2nd Quarter Report on Historic Preservation Activity.

Motion Carried: 7 Ayes, 0 Noes, 2 Absent, 0 Abstention

AYES: Carter, Ferguson, Gamble, Horychuk, Lech, McDoniel, Tobin

NOES: None

ABSENT: Brown, Cuevas

ABSTENTION: None

PLANNING CASE DP-2021-00650 - CERTIFICATE OF APPROPRIATENESS - 4446 TENTH STREET, WARD 1

Proposal by Jeffrey Clark, to consider a Certificate of Appropriateness to construct a 452 square foot, second story addition to the rear of an existing two-story residence. Scott Watson, Historic Preservation Officer, presented the staff report. He noted that a letter in support was received and distributed to the Board. Jeffrey Clark, applicant, stated they were in agreement with the recommended conditions of approval. There were no comments from the public. Following discussion it was moved by Board Member Carter and seconded by Board Member Horychuk to: 1) Determine that the project is exempt from the California Environmental Quality Act (CEQA) review pursuant to Sections 15301 (Existing Facilities) and 15331 (Historic Resource Restoration/Rehabilitation), as it constitutes rehabilitation of a historic resource that is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties; and 2) Approve Planning Case DP-2021-00650 (Certificate of Appropriateness), based on the findings outlined in the staff report and subject to the recommended conditions.

Chair Lech advised of the appeal period.

Motion Carried: 7 Ayes, 0 Noes, 2 Absent, 0 Abstention

AYES: Carter, Ferguson, Gamble, Horychuk, Lech, McDoniel, Tobin

NOES: None

ABSENT: Brown, Cuevas



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ABSTENTION: None

COMMUNICATIONS

CERTIFIED LOCAL GOVERNMENT TRAINING by Planning Staff

Mr. Watson provided a training regarding the Certified Local Government Program in collaboration with Jen Mermilliod. Ms. Mermilliod was present for questions. Following the presentation, Mr. Watson answered questions from the Board.

Chair Lech thanked Mr. Watson, no formal action was taken by the Board.

CULTURAL HERITAGE BOARD REVIEW AND ADOPTION – RULES FOR THE TRANSACTION OF BUSINESS AND CONDUCT OF HEARINGS – Continued from June 16, 2021 Cultural Heritage Board meeting

Mr. Watson announced that this item was continued from the June 16th meeting. He announced that the Charter Review Committee was unable to find a different meeting date and will continue to meet on Wednesdays until the end of the year. He outlined the changes requested at the previous meeting.

Board Member McDoniel noted that the changes to Article XIV seem to have gone in the opposite direction. She suggested: "except as directed by a majority vote of the Board or as requested by City Council."

Board Member Tobin stated that he had emailed staff his ideas. He noted that the City Planner had indicated that there is a capacity to conduct a workshop on projects at an early date prior to coming before the Board. He felt that somehow a reference to the option for a workshop should be included in the rules so that the applicant is aware of this option.

Chair Lech agreed and also indicated that and also noted that any major changes to a project should be added to the workshop.

Ms. Kopaskie-Brown stated that staff has discussed and noted that the rules are for the Board, not for the applicants. She noted that changes such as this should be under Title 20.



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Board Member Tobin stated he did not recall the Board opening or closing a public hearing. The rules indicate that in order to continue an item the public hearing must be reopened.

Ms. Kopaskie-Brown stated that this relates to public hearing items only. The Board does few public hearings items such as designations. To reopen the "hearing" does not apply to the Board's discussion items such as Certificates of Appropriateness.

Board Member Tobin stated the next issue would be a City Council policy issue. The City Council must first clarify what is appropriate when an applicant wants to engage the board members and commissioners about their project prior to the meeting date. He noted that now an applicant can approach individual members in a dialogue about their project. He felt this was a terrible practice and many jurisdictions do not allow this. The City needs to come to some conclusion about it. Especially, when there is an alternative such as a workshop for all the board members. He also felt that the City Council should set a policy for the terms of service for the boards and commission. All members should be able to serve two full terms, regardless if they are appointed mid-term of a former member.

Mr. Beaumon noted that these issues were beyond the Board's rules of conduct.

Ms. Kopaskie-Brown stated that Board Member Tobin's concerns regarding CEQA and Planning staff's consistent use of the word "proposal" and/or "project". She stated that CEQA uses the term project but not all of the Board's projects are under CEQA which is why the word "proposal" is used.

Chair Lech asked if anyone else had comments.

Board Member Ferguson stated she was strongly opposed to changing the meeting time to 3:00 pm.

Motion made by Board Member McDoniel, Seconded by Board member Ferguson to accept Rules as follows: ~~3:30 pm shall remain the meeting time, Article XIV—Except as directed by a majority vote of the Board, or as specifically requested by the City Council, Board Members are not to address the City Council as a Board Member. Board Members may address the City Council, in their capacity as City residents, presented by staff with~~



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the exception of leaving the meeting at 3:30 pm and striking the last portion of Article XIV which reads "but not on any issue over which the Board has or may exercise jurisdiction."

Motion Carried: 7 Ayes, 0 Noes, 2 Absent, 0 Abstention

AYES: Carter, Ferguson, Gamble, Horychuk, Lech, McDoniel, Tobin

NOES: None

ABSENT: Brown, Cuevas

ABSTENTION: None

ITEMS FOR FUTURE AGENDAS AND UPDATE FROM CITY PLANNER AND BOARD MEMBERS

The Board requested the following items be agendized for a future meeting:

- Meeting with applicants on future projects
- Board and Commission terms of office, allowing two full terms.

Ms. Kopaskie-Brown updated the Board on upcoming items for the meeting in August. She also announced that the A.C. Marriott will be going to City Council August 17, 2021. She noted that the Land Use Committee upheld the appeal of the non-approval of the Certificate of Appropriateness. She stated that RCTC has requested to speak with the Board regarding the Metrolink project in August or September.

Board Member Tobin inquired about the Trujillo Adobe and the selection of a consultant for a long-term plan. He also inquired about the restoration of the building at the Mount Rubidoux Citrus Experiment Station which is owned by UCR.

Mr. Watson stated that the feasibility study was completed by the County of Riverside at the end of 2019-2020. They were going to bring this to the Board but then the COVID shutdown began. He stated he would follow up on this. He will also reach out to UCR regarding the citrus station. The city has not been in the loop as it is not a City project.

ADJOURNMENT

The meeting was adjourned at 4:34 p.m. to the meeting of August 18, 2021 at 3:30 p.m.



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The minutes were approved as presented at the August 18, 2021 meeting.