



City of Arts & Innovation

CULTURAL HERITAGE BOARD **DRAFT MINUTES**

WEDNESDAY, MARCH 20, 2024, 3:30 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET

COMMISSIONERS

PRESENT: J. Brown, J. Sisson, A. Hudson, M. Carter, C. McDoniel, J. Gamble, K. Castellanos

ABSENT: N. Ferguson

STAFF: S. Watson, T. Torres, M. Tinio, I. De Honor

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

ELECTION OF OFFICERS

Chair Gamble opened nominations for Chair and Vice-Chair.

Vice-Chair McDoniel nominated Chair Gamble for Chair, Seconded by Board Member Brown. Board Member Sisson nominated Vice-Chair McDoniel for Vice-Chair, Seconded by Board Member Hudson.

Chair – J. Gamble

Vice-Chair – C. McDoniel

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

ABSTENTION: None

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 meeting of February 21, 2024 were approved as presented.



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CULTURAL HERITAGE BOARD ATTENDANCE

The absence of Board Member Hudson from the February 21, 2024, regular meeting was excused.

Motion by Board Member Brown and Seconded by Board Member Sisson to approve the Consent Calendar as presented.

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

ABSTENTION: None

DISCUSSION CALENDAR

CULTURAL HERITAGE BOARD ATTENDANCE

The Board discussed the absence of Board Member Carter from the February 21, 2024 regular meeting. A motion was made by Board Member Brown and seconded by Board Member Sisson to excuse the absence of Board Member Carter from the February 21, 2024, regular meeting.

Motion Carried: 6 Ayes, 0 Noes, 1 Absent, 1 Abstention

AYES: Brown, Sisson, Hudson, McDoniel, Gamble, Castellanos

NOES: x

ABSENT: Ferguson

ABSTENTION: Carter

PLANNING CASE - DP-2023-00972 - 3230 VINE ST, WARD 2

Proposal by Carmen Lainez of Riverside Packing House LLC. For the construction of three new ADA compliant ramps, the infill of one roll-up bay door, and installation of ADA compliant entry doors at City Landmark #142 E.T. Wall Packing House #2. Scott Watson, Historic Preservation Officer, presented the staff report. Mark McGuire, property owner, stated they were in agreement with the recommended conditions of approval. There were no Public Comments. The public hearing was closed. Following discussion it was moved by Board Member Castellanos and seconded by Board Member Brown to approve the proposed recommendations based on the findings outlined in the staff



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report and subject to the recommended conditions. Chair Gamble advised of the appeal period.

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

ABSTENTION: None

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL REPORT

Mr. Watson gave a presentation on the CLG Annual Report. Following discussion, it was moved by Board Member McDoniel and seconded by Board Member Castellanos to approve the updated CLG Annual Report.

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

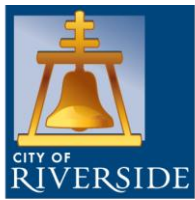
ABSTENTION: None

COMMUNICATIONS

CULTURAL HERITAGE BOARD RULES FOR THE TRANSACTION OF BUSINESS AND CONDUCT OF HEARINGS- ANNUAL REVIEW

Board Member Sisson recommended amending page 3 of Exhibit 1 Article 7 Item 2A to read, "The Chair shall announce the hearing by identifying the item from the Agenda, identifying if the item is a quasi-judicial matter, and ask if any member of the Board have any substantive oral or written communications or contacts outside of the notice public hearing to disclose, including but not limited to the identity of an individual or individuals in the nature of the conduct. Failure to make a disclosure in of itself shall not construe to create any remedy or right of action."

Board Member Brown made a friendly amendment to include the disclosure of Board Member site visits.



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Motion by Board Member Sisson and seconded by Board Member Hudson to amend page 3 of Exhibit 1 Article 7 Item 2A to read, "The Chair shall announce the hearing by identifying the item from the Agenda, identifying if the item is a quasi-judicial matter, and ask if any member of the Board have visited project sites or have any substantive oral or written communications or contacts outside of the notice public hearing to disclose, including but not limited to the identity of an individual or individuals in the nature of the conduct. Failure to make a disclosure in of itself shall not construe to create any remedy or right of action."

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

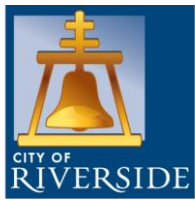
ABSTENTION: None

Board Member Sission motioned to amend the rules to add a new article governing agendas to read, "Consistent with existing requirements under state and local law, the agenda shall contain sufficient information to inform the public decision-making process. Agendas should note items that are quasi-judicial and to the extent feasible include relevant records and information such as hyperlinks to relevant plans, ordinances, policies, and background information on affected resources (e.g. surveys, reports, etc.)"

Maribeth Tinio, City Planner, noted that it is typical practice for Staff to follow suit with Planning Commission and provide the background documents to the approval as part of the Board's consideration. Ms. Tinio suggested that Staff can achieve the need for all relevant background documentation within the parameters already set in place unless the Board wishes to amend the rules.

Board Member Sisson withdrew his motion.

Motion by Board Member Sisson and seconded by Vice-Chair McDoniel to adopt the Cultural Heritage Board Rules for the Transaction of Business and Conduct per Staff's recommendations.



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Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Sisson, Hudson, Carter, McDoniel, Gamble, Castellanos

NOES: None

ABSENT: Ferguson

ABSTENTION: None

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

Ms. Tinio informed the Board that the Arlington Mixed-Use Draft EIR is out for public review and the comment period closes on March 22, 2024.

Ms. Tinio also briefed the Board on upcoming agenda items including the Arlington Mixed Use project (former Sears building) to the Cultural Heritage Board on April 17, 2024 and Planning Commission on April 25, 2024

Staff will also be taking Title 20 amendments and policy considerations to the City Council for a workshop on April 23, 2024.

Boards and Commission dinner was sent out for April 12, 2024 5PM at the UCR Alumni Center.

Board Member Brown reminded the board that he will be disqualifying himself from the Arlington Mixed Use project discussion on April 17, 2024 due to his association with Best Best & Krieger LLP.

Chair Gamble announced that the City Council approved the Mills Act fee reduction. Applications are open until May 31, 2024 with the application fee at \$126 and contract initiation fee at \$957.

ADJOURNMENT

The meeting was adjourned at 4:31 p.m. to the meeting of April 17, 2024 at 3:30 p.m.