

CITY OF WOODLAND
HISTORICAL PRESERVATION COMMISSION

APPROVED ACTION MINUTES
April 15, 2009

MEMBERS PRESENT: Brookshear; Orlins; Butler
MEMBERS ABSENT: Bunse
STAFF PRESENT: Stillman; Morris

Roll Call:

- The meeting was called to order at 6:01 PM.

Approval/Revision of Agenda:

- The agenda was approved unanimously

Approval of Minutes:

- Commissioner Brookshear requested that the minutes include the handout provided by Commissioner Bunse as it is referenced in the minutes; otherwise it is unclear what is being discussed.
- Jimmy Stillman agreed to include the handout in the minutes.
- It was then moved by Commissioner Orlins, seconded by Commissioner Butler and unanimously carried to approve the minutes of March 11, 2009 with the changes noted above.

Secretary's Report

- Jimmy Stillman said that there is no update on 210 Lincoln. The house was lowered on its foundation last month and the Building Official is working with the Property owner's designee to get a temporary roof put on. He said that until there is movement on this item, he will remove it from the Secretary's report.
- Jimmy Stillman provided an update on the Capital Hotel located at 601 Main Street. He said that they have completed a voluntary retrofit of the structure and have done an excellent job. They have also put a three-story addition on the rear of the building. The first floor is a restaurant, Capital Saloon and Grill, which opens next week. They already have a Certificate of Occupancy for the first floor. The second floor is still undergoing construction and they are looking for potential occupants. The third floor has five loft-style units for residential living. These will be the first residential units in downtown. They have put in an elevator and have complete ADA access. Part of the entitlement process included public art. They plan to dedicate a plaque to the side of the building. As space is limited due to the building's location, staff conditioned a plaque as appropriate public art. It is made of cast bronze and 28" x 18". The plaque will have basic information such as name of building, date established, brief history, original builder, names of some owners, and a brief description of what's currently happening at the site. Jimmy read the proposed language for the plaque and advised that the owner's would like to change the wording "the current owners" as in it may not be relevant if they are no longer the owner in the future. Instead they would like to state that they are responsible for the retrofit. Also, staff questioned the second sentence stating that the building is the oldest existing commercial building in Woodland. Staff has referenced available literature such as the Walking Tour books and can not confirm this. Instead, they have identified this site as the oldest hotel. Staff believes that the westerns store

across the street from the hotel is the oldest existing commercial building instead. He said that the language needs to be redone. He is proposing language taken from the inventory completed by the Redevelopment Agency back in 1997.

- Commissioner Butler asked if “commercial” has a technical meaning.
- Jimmy Stillman said that looking at the inventory; commercial sites included hotels, banks, saloons, hardware stores, and post offices, for example.
- Commissioner Brookshear included that commercial buildings are basically retail and service sites.
- Jimmy Stillman confirmed that the word service would serve well. He said that during that time if the location was providing a service then it was considered a commercial building.
- Commissioner Orlins suggested stating “one of the oldest existing commercial buildings” instead.
- Jimmy Stillman said that this location is very distinguishable as one of the first but unable to identify it as the first.
- Commissioner Brookshear said that can not put a qualifier like “the first”. She said that if they want to be “the first” as to garner significance, then they will need to change to hotel rather than commercial building.
- Jimmy Stillman said they did research at Yolo County Archives in 2007 when staff conditioned this project. He said that they owner is not claiming that it is the first commercial building but they came across this information. Jimmy thinks that it is an excellent idea to state “one of the first commercial buildings” as to not cause future conflict with other building owners.
- Commissioner Orlins felt it would be appropriate to put the plaque on the building with the noted change.
- Commissioner Brookshear agreed.
- Commissioner Butler stated that he had no objection.
- Jimmy Stillman said that he would convey the information to the property owner and said that they are very excited about opening. Also, the owner would like to host some tours of the building for staff, Historic Preservation and Planning Commissioners and City Council Members. He said that he would identify a couple times that would best suit everyone’s schedule. He asked the Commissioners if a certain day or time of day would be best.
- Commission Brookshear said that evenings and weekends work best for her as she works out of the area.
- Commissioner Orlins asked if they would receive tour schedules via email.
- Jimmy Stillman said that he would notify everyone by email. He also said that he visited the lofts yesterday which are completed. He said that all appliances have been installed, beautiful windows, and original and/or matching hardware. He said it is an excellent mixed us, adapted reuse site and feels it will be very beneficial to the City.
- Jimmy Stillman provided updates on Downtown Façade projects. He said that HPC is responsible for reviewing alterations to exterior facades, anything beyond new paint. He said that next month he will bring 539 Main Street (Western Family Wear), located across the street from the Capital Hotel. It is located on the northwest corner of Main and First Streets. They will be doing updated paint, some brick work on the front and restoring the murals on the rear of the building. They may also restore/repaint the cast iron columns. He is also working with the property owners at 417 First Street, the used book store. They have provided them with architectural services. The parents have passed away and the children are interested in making alterations to the façade. He expects that he will bring this project forward to a future meeting date in the next 6-12 months. He said it is encouraging to see property owners willing to invest in downtown.
- Jimmy Stillman provided an update on the HPC portion of the City’s website. Staff has been compiling a list of possible items to add to the website. He signed onto the website to exhibit. He

said that he is looking for feedback from the Commissioners as to requested changes and additions.

- Devan Morris walked through how to get to the Historic Preservation web pages, identifying posted minutes and agendas.
- Jimmy Stillman described the HPC home page, including the purpose of the Commission and when they meet. He said that Staff can now direct the public and callers to this site for information.
- Devan Morris described the biography pages, Walking Tour Book and Heritage Home Awards with application.
- Jimmy Stillman said that they are working with IT to get an overlap map with NP Zone information. It will identify all properties that have already received an award. He feels it will be helpful for the Commissioners in the future when identifying potential candidates.
- Devan Morris reviewed the Historic Preservation Awards site and Stroll through History link. He said that Staff is still developing the “links to other resources”.
- Jimmy Stillman said that they plan to duplicate links located on the Office of Historic Preservation website and other Yolo County links, like the Yolo County Planning Department. He said that they are looking for other information to include like window restoration information for property owners.
- Commissioner Orlins asked if forms are available on the website for applying to the Commission.
- Jimmy Stillman said that the application is available on the HPC homepage. The applicant would download an interest card, complete and forward to the City Clerk, Sue Vannucci, for processing. He explained that they can also use the search engine at the top of the webpage to location this information faster.
- Commissioner Brookshear said that she can provide some links and suggested they be grouped as it could become overwhelming once the list begins to grow.
- Devan Morris said that they can easily group links by subsection.
- Jimmy Stillman said that originally the website had just biographies and what the HCP does. Then they added the Walking Tour book as was receiving requests from the Public and Management. Also, City applied for and won the Governor’s Award so City should capitalize on this as it brings tourism and promotes the Stroll through History. He said that Staff is working with IT to get a link on the City’s homepage to the Walking Tour book. The plan is to have a photo on the webpage that you can click on and be directed to the book’s webpage.
- Commissioner Brookshear said this is an excellent idea.
- Commissioner Orlins asked for an update on new HPC applications.
- Jimmy Stillman said that there was no new status on the vacancy.
- Commissioner Orlins said that he knows someone who will be applying.
- Jimmy Stillman said that the application can be submitted to him and he will take directly to the City Clerk, the applicant can mail to 300 First Street or drop off on the 2nd floor of City Hall.
- Commissioner Orlins asked for an update on the Bush Street Plaza project.
- Jimmy Stillman explained that the Bush Street Plaza is currently on hold due to the state of the economy. He said that they will be losing Devan Morris, Intern, at the end of June 2009 due to budgetary issues. He explained that that City is projecting a \$6.5 Million deficit for the next fiscal year and this will bring changes to the City’s operations. There could be changes to staffing, level of service, and programs. He said that Interns receive a valuable experience and there are also beneficial to the departments, but unfortunately they are the first to be cut. He said that the Bush Street Plaza hold is a byproduct of the budget and current economy as it will reduce staffing and level of service. He said that currently Staff time needs to be utilized elsewhere.
- Commissioner Orlins stated that it appears that the lofts project is going the same way.

- Jimmy Stillman said that he heard that the current owners are working on other financing and developers who are interested in moving this project forward. He said that the City just spent weeks completing a Prop 1C application for stimulus money to get the project going. The City should hear back in a month or so. He said that this project has a lot more momentum than Bush Street and he will keep the Commissioners updated.

Public Comment:

- None

Commission and Staff Comments:

- Commissioner Brookshear said that she has provided handouts for basic training by the Office of Historic Preservation that will be offered in Davis on April 27th, 7-10pm, at 203 East 14th Street (the Veterans Memorial Theater). It is free training and is open to the public, Commission members and Staff. She encourages all to attend if available as she feels it is something that everyone can use to facilitate discussions and in evaluating projects that will be coming before the HPC. Additionally, it will help with ordinance alteration.
- Commissioner Butler asked what day of the week the training will be.
- Jimmy Stillman advised that the training is on Monday, April 27th at 7pm.

Heritage Home Nominations:

- Commissioner Brookshear said that tonight the need to make final selections for the Heritage Home Awards and need to complete write ups in the next few weeks so that Staff will have time to order the plaques.
- Jimmy Stillman said that the awards are scheduled for the June 10th HPC meeting. He has contacted Erie Landmark who manufactures and provides the plaques. They require 4-6 weeks for order and delivery of the plaques. Due to the order schedule, they do not have enough time to meet the May meeting date. He said he also has not heard back from the Commissioners about their meetings with the owners. He said that they need to select 3-5 homes tonight then Staff will look to the Commissioners to work with the home owners for write ups. Staff needs to receive the write ups by the May meeting date so Staff can begin preparing the presentation and slide show for the ceremony. He reviewed each home and asked the Commissioners for comments:

804 College Street

- Commissioner Brookshear said that she and Commissioner Bunse were assigned this home. She has had a chance to go by this home but has not had contact with the owner yet. She said that the home appears fully intact. She said that the only alteration is the addition of a trellis but it appears to be entirely removable and not permanent. She said that it is in excellent maintenance and well cared for.
- Commissioner Orlins said that he has also looked at this building and he seconds Commissioner Brookshear's remarks. He said that it is eligible for an award.
- Commissioner Butler said that he can not believe that this home has not been awarded before. He echoed the Commissioners comments and said he knew that he wouldn't find anything wrong as this is a beautiful construction.
- Jimmy Stillman explained that he did send letter to all the eligible home owners and has heard back from all but one, Cross Street. He said that this may be a rental property and the letter is not getting to the owner. He said that they did deliver a second letter to the mailbox but there has been no response. All owners are excited about the nomination and possible award and have agreed to be contacted by the Commissioners.

- Commissioner Brookshear said that the consensus is that this home will be a recipient of the award.
- Jimmy Stillman said that after the final decisions, Staff will send out letters to the owners with information about the nomination and the June 10th ceremony date.

152 Third Street

- Commissioner Orlins said he has started the write up but it is not yet completed. He has talked to the owners and has walked around and inside the home. He said that he will be completed by the end of the week.
- Jimmy Stillman reminded the Commissioners that he has contact information for all of the owners if needed by the Commissioners. The owners have all agreed to schedule a meeting with the Commissioners and provide a tour of the inside and outside of the homes.
- Commissioner Orlins said that the owners are very excited. He said that Joann is herself interested in architectural history and they have done a lot to the home.
- Jimmy Stillman asked if they were able to confirm that home was constructed in 1930.
- Commissioner Orlins said that they did feel that 1930 is a sound date but he can not recall what documentation this date was based on.
- Commissioner Butler said that he votes for all Tudors.
- Commissioner Brookshear said that they have a second award winner for the year.

440 Pendegast Street

- Commissioner Butler said that he will get out there to the home by the end of the week. He asked Staff for the owner's contact information. He asked Commissioner Brookshear about the single chimney on this home as they typically had two. He asked if it was a change to the architectural standard.
- Commissioner Brookshear said no. For Georgian homes built in the 1700's, it would be a major deficiency. However, for a Georgian Revival build in 1927, it is entirely common to have one chimney.
- Jimmy Stillman said that it could have been due to a multitude of reasons, like more efficient heating of the home.
- Commissioner Brookshear said that in 1770's, they would have needed two chimneys to heat both sides of the home. She said that in 1927, they would have sufficient heating and not need a chimney in each room of the house. She said that "revivals" are not completely accurate.
- Commissioner Orlins thinks this home is a good example of Georgian Revival style home. He said that there are not many brick homes in Woodland of that period.
- Commissioner Brookshear added that nor are there two story homes like that.
- Commissioner Orlins said that the home does have really good integrity and he would give it a thumbs-up.
- Jimmy Stillman said that Staff agrees and there are not many examples of this style home, especially a two story. He said it is a very unique example and well deserving of the award.
- Commissioner Brookshear identified that they have three homes now chosen.
- Jimmy Stillman confirmed that he will send owner contact information to Commissioner Butler.

133 First Street

- Commissioner Orlins said that this one was his for review. He talked to the owners, finished the write up and emailed to Staff today. The construction date was confirmed with documentation. He asked about the write up process.

- Jimmy Stillman said that Staff will receive the write up, edit, cross reference against available information such as the Walking Tour book, and contact the owner for their additions, corrections and final approval. Once completed, Staff will print on special paper to accompany the award.
- Commissioner Butler had questions about the home. He needed to look at changes to the porch and stoop. He said that it appears to be original design except for the hand rails. He asked if this is ok.
- Commissioner Orlins said that all railings are plain so they work from his perspective. He said that nothing appears to be out of place.
- Commissioner Brookshear said if they did alterations, they were done in compliance with the Secretary of Interior's standards; which is what the City wants to encourage.
- Commissioner Orlins thinks this is ok.
- Commissioner Brookshear has no problems with this.
- Commissioner Butler said that these are great houses and commented that they were built with no closets as people used armoires.
- Commissioner Brookshear said that they rarely have access to the interiors of these homes. She said that the majority of the Commissioners agree that this home gets an award.

149 North Street

- Devan Morris said that this home was submitted late and was emailed to all the Commissioners for review.
- Commissioner Brookshear said that she did drive by this home briefly. She could see that it has replacement windows. It does not have metal casement windows divided into multiple panes.
- Jimmy Stillman asked if any Commissioner has contacted the property owner yet.
- Commissioner Brookshear said that she has not and they may not have done the windows but done before they owned it. She said that unfortunately, she will have to pass on this home this year. She said that this year they are down to homes with some alterations and have other issues.
- Commissioner Butler said that he is not enthusiastic about the appearance of this home. He said that he has gone by it twice.
- Commissioner Brookshear said that they did the Beamer-Matroni district and within it there are homes that stood out but there are also homes that contributed to the district but may not be outstanding on their own merits.
- Commissioner Orlins said he was ambivalent and wondered about the windows.
- Commissioner Brookshear said that she is fairly certain about the windows. She said that the division of the windows and the profile make up the character of the building. She said that when they are replaced, the building is altered. She said one topic that is widely debated is replacement windows and keeping with the buildings integrity.
- Commissioner Butler asked if Commissioner Bunse will be at the next meeting.
- Commissioner Brookshear said that she should be at the next meeting.
- Commissioner Butler said that he would like to hear Commissioner Bunse's comments as it does not feel right to him.
- Commissioner Orlins said that the City has a number of more outstanding examples of this particular style home.
- Commissioner Brookshear felt that there may be a better example, not to say that this is a poor example. She said that they are looking to recognize the outstanding so she feels this home is a "no".
- Commissioner Orlins will also pass this year on this home unless the owners would dispute that the windows are original.
- Commissioner Brookshear agreed not to nominate this home this year.

515 Cross Street

- Jimmy Stillman said that they have not been in contact with this owner. He said that Commissioner Orlins did the original research and discovered that there are a number of problems that would keep this home from moving forward.
- Commissioner Butler said that this home was up before the HPC before and was turned down.
- Commissioner Orlins said that this home's paint is in bad condition and does not exemplify pride of ownership that other homes do. He said that he would pass on this home.
- Commissioner Brookshear said that compared to others this year, she will pass due to maintenance. She said that the home does have some lovely features but does not exemplify how the City wants buildings to be treated and look.

27 Pershing Avenue

- Jimmy Stillman said that Commissioner Bunse was to contact the owners regarding their changed windows to vinyl. He said this is a self-nominated home. He said that he will need to follow up with Commissioner Bunse but as of the last meeting; this home would not be eligible at this time.
- Commissioner Brookshear agreed.
- Commissioner Orlins said that the owners are house proud and thought that they were doing the right thing by replacing the windows. He said that if the windows were not done, everything else is fine.
- Jimmy Stillman said that they will be moving forward with the four homes.
- Commissioner Orlins included that this year there are four distinct style homes which is great.
- Jimmy Stillman said that Staff will need the Commissioners to confirm dates of construction for each home by contacting the owners. He will need to provide this information to Erie Landmark for the plaques. He said that he does have a planning budget for these plaques which cost \$161 each. Staff will arrange for the orders and will send letters to the owners by the May 13th meeting date. He stated again that the Commissioners will need to have completed write ups to Staff by the May meeting also to allow time to prepare before the June ceremony.

Ordinance Update: Chapter 12A: Section 4:Procedures and Criteria for Designating Historical Resources

- Commissioner Brookshear discussed the discussion at the last meeting regarding the criteria used to nominate buildings. She thought this issue was settled in September or October of last year. She said that the City will use the California Historical Register criterion.
- Jimmy Stillman confirmed that this decision was made approximately October or November.
- Commissioner Brookshear said that without Commissioner Bunse present and her handout, she is at a loss as to the items that still had to be decided at this meeting. She suggested that the Commission pass on this topic until the next meeting.
- Commissioner Orlins said that they will go forward when Commissioner Bunse is present.
- Jimmy Stillman said that Staff agrees. He described the flowchart that Devan Morris created that mirrored the handout. He said that the far right column of this chart captures what has been discussed and decided by the Commissioners. He said that he will include in future packets to track changes. He said that it includes definition section.
- Commissioner Brookshear said that they would do the definitions at the end of the process.
- Jimmy Stillman said they did create a list of Office of Historic Preservation definitions to be used during discussions and could be added to as needed.
- Commissioner Brookshear again said that they would hold over the ordinance review to the next meeting.
- Jimmy Stillman identified that a news brief was attached for their review as well.

- Commissioner Brookshear said that it is a quarterly publication that she receives at work and wanted to share with the Commission.

There being no other business, Commissioner Orlins motioned, Commissioner Orlins seconded and it was unanimously carried to adjourn the meeting at 7:16 PM.

Respectfully submitted,

James A. Stillman
Associate Planner