



City of Woodland

Meeting Minutes - Final

Historic Preservation Commission

Historic Preservation
Commission
c/o Community
Development Department
300 First Street
Woodland, CA 95695
(530) 661-5820

Wednesday, February 15, 2017

6:00 PM

Council Chambers

A. Call to Order

Meeting was called to order at 6:00 p.m.

Staff Present:

Stephen Coyle, Deputy Director

Erika Bumgardner, Senior Planner

B. Roll Call

Present 5:

Chairperson Christine Casey, Vice Chairperson Cheryl Brookshear, Commissioner Tabatha Chavez, Commissioner Mark Aulman and Commissioner Robert Folker

Absent 0

C. Approval of Minutes

[16-765](#)

SUBJECT: Historic Preservation Commission Minutes

RECOMMENDATION: Staff recommends that the Historic Preservation Commission adopt the minutes of the Historic Preservation Commission meeting of August 17, 2016 and September 21, 2016

Attachments: [A - August 17, 2016 Meeting Minutes](#)
[B - September 21, 2016 Meeting Minutes](#)

*A motion was made by Commissioner Aulman and seconded by Vice Chairperson Brookshear to approve the Historic Preservation Commission Meeting minute of August 17, 2016. The motion was carried by the following votes:
Ayes: Chairperson Casey, Vice Chairperson Brookshear, Commissioners Aulman, Chavez and Folker*

*A motion was made by Vice Chairperson Brookshear and seconded by Commissioner Folker to approve the Historic Preservation Commission Meeting minute of September 9, 2016. The motion was carried by the following votes:
Ayes: Chairperson Casey, Vice Chairperson Brookshear, Commissioners Aulman, Chavez and Folker*

D. Secretary's Report

E. Public Comment**F. Communications****G. Presentations****H. New Business**[17-144](#)

SUBJECT: Initial Review of the Proposed Work Plan to Amend the Downtown Specific Plan

DATE: February 15, 2017

RECOMMENDATION:

Staff recommends that the Historical Preservation Commission:

1. Receive a staff report that provides an initial review concerning the proposed update to the Downtown Specific Plan;
2. Provide comments and input to help inform the work program and project process; and
3. Appoint one to two members of the Historical Preservation Commission to serve as Commission liaisons to the specific plan update subcommittee/task force.

Attachments: [1 - Diagram of the Proposed Amended Chapters to the Downtown Specific Plan](#)
 [2 - An Introduction to Form Based Codes](#)

Historic Preservation Commission received presentation from Stephen Coyle.

Commission members Aulman and Casey volunteered to serve as Downtown Specific Plan Update Subcommittee members and assist with the Downtown building inventory.

[17-145](#)

SUBJECT: 2017-2018 Work Program

DATE: February 15, 2017

RECOMMENDATION:

Staff recommends that the Historical Preservation Commission:

- 1) Review the 2017-2018 Work Program (Attachment 1); and
- 2) Add "Downtown Specific Plan Amendments" as a Priority 1, Special Project to the Work Program.

Attachments: [1 - 2017-2018 Work Program of the Historical Preservation Commission](#)

A motion was made by Vice Chairperson Brookshear and seconded by Commissioner Aulman to add the Downtown Specific Update project as a Priority 1

project in the 2017-2018 Historic Preservation Commission Work Program. The motion was past by the following vote:

Ayes: Chairperson Casey, Vice Chairperson Brookshear, Commissioners Aulman, Chavez and Folker

A motion was made by Commissioner Aulman and seconded by Commissioner Chavez to amend the work program to reprioritize "Recommend Heritage and Landmark Trees" from a Priority 2 item to a Priority 1 item. The motion was carried by the following vote:

Ayes: Chairperson Casey, Vice Chairperson Brookshear, Commissioners Aulman, Chavez and Folker

I. Old Business

[17-15](#)

SUBJECT: Election of Officers for Chair and Vice-Chair of the Historic Preservation Commission

DATE: February 15, 2017

RECOMMENDATION:

Staff recommends that the Historical Preservation Commission:

- 1) Hold Elections; and
- 2) Vote and select among current membership, the appointments for Chair and Vice Chair of the Historic Preservation Commission.

Attachments: [1- Excerpt for the City of Woodland Historical Preservation Commission Rules and Procedures for the Transaction of Business regarding Officer Elections](#)

Commissioners Chavez and Folker respectfully declined nominations for Chair. Commissioner Brookshear nominated herself as Chairperson and Commissioner Aulman as Vice Chair. The nomination was seconded by Commissioner Chavez. The nominations were carried by the following vote:

Ayes: Chairperson Casey, Vice Chairperson Brookshear, Commissioners Casey, Aulman and Folker

J. Adjournment

Meeting was adjourned at 7:26 p.m.