



City of Woodland

Meeting Agenda

Historical Preservation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

March 17, 2021
6:00 PM

Please Note: The numerical order of items on this agenda is for the convenience of reference; items may be taken out of order.

A. CALL TO ORDER

PLEASE NOTE: The March 17, 2021 Woodland Historic Preservation Commission (HPC) will be conducted pursuant to the Governor's Executive Order N-29-20.

The meeting will be held via teleconference and Commission members and the public will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public. The public is encouraged to listen to the HPC meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings. If you wish to make a comment during general Public Comment or on a specific agenda item, you may submit an email to the HPC at the following link hpc@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line.

B. ROLL CALL

C. APPROVAL OF MINUTES

D. STAFF AND COMMISSIONER COMMENTS

E. PUBLIC COMMENT

F. PRESENTATIONS

G. BUSINESS ITEMS

1. SUBJECT: 2020/ 2021 Heritage Home Award Nominations

RECOMMENDATION FOR ACTION: Staff recommends the Historical Preservation Commission review and approve one additional home nomination for the 2020/ 2021 Heritage Home Awards

2. SUBJECT: Preservation Commission Draft Work Program

RECOMMENDATION FOR ACTION: Staff recommends that the Historic Preservation Commission (1) receive the informational report; (2) give direction to staff on possible work program tasks to form draft work program

3. SUBJECT: Heritage Home Awards

RECOMMENDATION FOR ACTION: Staff recommends that the Historical Preservation discuss the next steps for Heritage Home Awards

H. ADJOURNMENT



TO: THE HONORABLE HISTORICAL PRESERVATION COMMISSION
AGENDA: Historical Preservation Commission Meeting
DATE: March 17, 2021
ITEM #: G.1
SUBJECT: 2020/ 2021 Heritage Home/ Historic Preservation Award Nominations

Recommendation for Action: Staff recommends the Historical Preservation Commission review and approve two additional home nominations for the 2021 Heritage Home Awards.

Staff Contact:

Megan Meier, Associate Planner, (530) 661-5814, megan.meier@cityofwoodland.org

Heritage Home Awards:

Pay tribute to homes that add value to the historic fabric of Woodland and the homeowners that are the caretaker of these architectural treasures

Historic Preservation Awards:

The Historic Preservation Award recognizes people in the community that have contributed to the historic preservation here in Woodland

It also recognizes commercial buildings in the Community that may have undergone a rehab and contribute to the historic fabric of the community.

Background:

The 2020 Heritage Home Awards were scheduled to take place in May of this year; however due to the unprecedented effects of Covid-19 on the Country staff and the commission were unable to hold the event. The 2020 award nominees will be moved forward to the 2021 award year along with previous nominees from 2018/2019 that also were not yet recognized with a formal award ceremony. The homes being carried forward include 409 Casa Linda Drive, 550 Oak Avenue, 648 College Street, 633 Third Street and 186 Walnut Street.

Nomination Process:

The Heritage Home/Historic Preservation Awards are generally nominated by an Historic Preservation Committee member or can be self nominated. Any home that commissioners feel is historically significant can be nominated, and the home does not have to be located in a historic district just within the City limits. There is a simple application form for nomination that provides pertinent historic information and description of the building or person and how they contribute to the historic fabric of Woodland.

Once a home has been formally nominated planning staff will reach out to the home owner and confirm their participation. Commissioners will engage with the home owners to find out more about the home and with photos document it's architectural features. Commissioners will also put together additional historic information about the home to be presented at the final award ceremony.

Nominated Home:

The nomination being brought before the Commission is actually one of the original home nominations from the 2020 award year but at the owners request was withdrawn from the nomination process. Local historian and Tree Foundation president, David Wilkinson approached the home owners again along with the support of several Historic Preservation Commissioners to see if the home owners would reconsider the nomination and allow us to recognize the care and dedication they have put into their home. The homeowners have at this time resubmitted their home for nomination into the 2020/ 2021 Heritage Home Awards.

146 Third Street

Victorian cottage at 146 Third Street owned by Chuck and Noreen Chase (p. 253 in Explore Historic Woodland guidebook). The house is very attractive from the street with an extraordinary paint scheme, which highlights the architectural detail. Built in 1888 this Eastlake Victorian cottage, was originally owned by J.W. Power and later owned by a City of Woodland employee before the current owners who have been lovingly restoring the home.



Conclusion:

Staff recommends the Historical Preservation Commission review and approve two additional home nominations for the 2021 Heritage Home Awards.

Prepared By: Megan Meier, Associate Planner

Reviewed By: Cindy Norris, Principal Planner

Attachments:

1. HH Nomination 146 Third St

**CITY OF WOODLAND
HISTORICAL PRESERVATION COMMISSION**

**Application for Nomination for the
Heritage Home Award**

What is the address of the home to be nominated? 146 Third Street

What are the nearest cross streets? Clover

Approximate date of construction of the home (if known). 1888

Is the home occupied now? Yes Who lives there? Chuck and Noreen Chase

State the name of the owner of the property (if known). Chuck and Noreen Chase

What is the address of the owner of the property?

Street Address: 146 Third Street

City: Woodland State: CA Zip 95695

Phone: _____ email: _____

If the home is pictured in *The Walking Tour of Historic Woodland*, please give its identifying number: See attached pictures, North Third Street #4

A home is nominated for consideration for a Heritage Home Award because of certain qualities. Something historical happened there, a famous resident lived there, or the home is an architectural gem. As example, the home may be nominated because it is an attractive example of residences built in Woodland fifty years ago or earlier and has been well maintained and cared for.

Please give an explanation of why you believe this house should be nominated for a Heritage Home Award. In addition, any historical facts or interesting information that you may have about the history of the home would be useful as well.

The home is a great example of the Eastlake Victorian style and has been restored beautifully. It was the family home for a long time city employee who started a night watchmen and over 41 years served in a number of positions, including Fire Chief and Water Superintendent.

Excerpt from the current Explore Historic Woodland Walking Guide

Built for J.W. Power, this Victorian Eastlake cottage was sold in 1895 to R. Clark, who owned a number of homes in Woodland at the time, and was probably used as a rental. In 1920, the home was purchased by August G and Eva Silberstein. Mr. Silberstein was a Woodland City employee for 41 years. The Silbersteins lived in this home until Mr. Silberstein's death in 1952. The current owners are Chuck and Noreen Chase who have been rehabilitating the home for about 20 years.

Nominee's name: Jim Bohon Phone # and email 530-383-0394, jimbohon@cityofwoodland.org

1997



2005



2019





TO: THE HONORABLE HISTORICAL PRESERVATION COMMISSION
AGENDA: Historical Preservation Commission Meeting
DATE: March 17, 2021
ITEM #: G.2
SUBJECT: Historic Preservation Commission Draft Work Program

Recommendation for Action: Staff recommends that the Historic Preservation Commission (1) receive the informational report; (2) give direction to staff on possible work program tasks to form draft work program

Staff Contact:

Megan Meier, Associate Planner, (530) 661-5814, megan.meier@cityofwoodland.org

Discussion & Background:

Members of HPC met on February 19th, 2020 to discuss a draft work program for 2020-2021. Commissioners reviewed previous HPC work programs and discussed potential work items that the Commission could look at taking on. Some of the new work items discussed included looking at more interactive use of the web page and information to the public, utilizing intern help for special events and map archives, and looking at the application process to become a Certified Local Government opening up opportunities for State grant money.

Staff has been following up on comments and direction provided at the February HPC meeting on possible Work Program items. The following is updated information and a draft work program has been provided in the attachments for review and discussion.

Items Anticipated to Come Before the Historical Preservation Commission in 2021 and 2022

1. 2021 Heritage Home and Historic Preservation Awards Ceremony
2. Several development projects that may have exterior modifications proposed.
3. Downtown Discussions
4. Tree Ordinance update (HPC - Landmark Trees) (**I put this in because Ken said the Tree ordinance will need to be updated because its a top priority for Tom**)

Potential Projects discussion Items for 2021 and 2022 Work Program

What tasks do we want to look at adding and what time commitment does it require from Commissioners:

1. Review of previous work program task
2. Task to commemorate City's 150 year anniversary (**I will confirm with Jenn**)
3. Historic District Street Signs
4. Web page historic map archive
5. Stroll Through History

The purpose to an HPC work program is to provide a general outline of tasks for the HPC to consider addressing. The task are usually categorized in terms of importance or closest to being achieved. Typically the work program outlines task that span two years but many task have been initiated on one work program and carried over for completion onto the next work program. The work program is typically tied to the function of the Historical Preservation Commission as outlined in Municipal Code Section 15-24-020, "Powers and duties," states the following: The historical preservation commission shall have the following powers and duties:

1. To undertake a comprehensive historic resource inventory and maintain a historic register;
2. To establish various criteria, guidelines and standards to carry out the intent of this ordinance;
3. To recommend to the city council the designation of historical landmarks and historical districts;
4. To participate in administration regulations pertaining to historical landmarks and historical districts;
5. To recommend to the city council ways to fund and to otherwise make financially feasible the protection of historical landmarks and historical districts in the city;
6. To recommend to the council the means to implement the historic preservation elements of the General Plan and the chapter by developing information and programs to increase awareness of, preservation of, and use of historical landmarks and historical districts in the city;
7. To perform such other duties as the city council may direct.

Fiscal Impact:

When considering task for the HPC work plan it's important to consider the fiscal impact of the proposed task. Unless the task is associated with an application before the Commission all work has to have an allocated funding source within the City's budget. Implementation of the Historical Preservation Commission work program may impact the following:

- Development-based projects, in which applicants will either pay a set fee or utilize a deposit based system for more complex project proposals. Staff time associated with project review, report preparation, and necessary noticing will be funded are resource costs.
- Training and Historical Preservation Commission initiated actions will be funded through the City's General Fund to cover staff time for research, report preparation, and public noticing.

Conclusion:

Staff recommends that the Historic Preservation Commission (1) receive the informational report; (2) give direction to staff on possible work program tasks

Prepared By: Megan Meier, Associate Planner

Reviewed By: Cinndy Norris, Principal Planner

Attachments:

1. Draft Work Program Table 2020-2021

WORK PROGRAM OF THE HISTORICAL PRESERVATION COMMISSION

2020-2021

PROJECT/PROGRAM NAME	DESCRIPTION	FREQUENCY/TIME FRAME	PRIORITY
<i>Routine Ongoing and Annual Projects/Programs</i>			
Historical Preservation Commission Meetings	Regular meeting of the Historical Preservation Commission as provided for in Ordinance 12A of the Municipal Code. Staff updates on ongoing and pending projects in the Downtown or with historical significance.	As needed to review proposed alterations to structures within the designated historical district and to carry out other duties and responsibilities as outlined in Ordinance 12A of the Municipal Code (Sec. 12A-2-5).	1
Heritage Home and Historic Preservation Awards	Annual awards ceremony, recognizing historic homes and properties that have been well preserved or cared for and/or those programs, business or individuals that further the goals of historic preservation or bring awareness to the City's cultural heritage.	Annual (The award ceremony typically takes place in September in-lieu of a regularly scheduled HPC meeting, with preparation for the event beginning the preceding September).	1
Historic Resources, Landmarks and Districts Designation	The Historical Preservation Commission recommends to the City Council the designation of historical resources (i.e. buildings, structures, trees), landmarks and districts (Ord 12A, Section 12A-2-5(c)).	As needed as specific resources, landmarks and/or districts are identified as significant to the City.	1

**Commission Partnership
with Stroll Through
History**

Volunteer members (and/or appointed ad-hoc subcommittee) of the Historical Preservation Commission to assist Stroll Through History Committee with annual event and provide informational updates to the Commission and public regarding the event. Walking Tour Book sales.

Annual

2

Special Projects

**Comprehensive Zoning
Update**

The Historical Preservation Commission will actively engage in and provide feedback regarding the Comprehensive Zoning Update, specifically in regard to updates to the Downtown Zoning District that regulates development in the Designated Historic District.

Scheduled joint meeting with Planning Commission to discuss Form Based Zone standards

Projects to follow may include updating the Downtown Zoning Ordinance, Chapter 17 of the Municipal Code, and possibly Residential Design Guidelines for Historic Properties.

1

“Walking Tour Book” project

The Historical Preservation Commission representatives will coordinate with the committee that oversees the annual Woodland Stroll Through History and have a booth at the event to connect with Community members and provide Walking Tour Books for sale to the public

Goal to bring engage with the preservation community of Woodland at the Annual Stroll through History in Fall 2020. 1

Funds Allocation to Special Projects (Re-allocation of funds from “Walking Tour Book” project)

The Historical Preservation Commission, in conjunction with other City groups as appropriate, and staff, will work to identify and prioritize projects (such as street sign toppers, downtown plaque program, façade rehab, etc.) for funding allocation. Any new recommendation for allocation of funds will be brought before the City Council for approval.

Goal to work with the Downtown Working Group on future projects. 2

Historical Preservation Website Update/Interactive Walking Tour App

Ad-hoc subcommittee of the Historical Preservation Commission to work with staff to update the City’s web site to include additional information regarding history of city, active preservation groups, links, inventory listing, walking tour maps and/or downloadable walking tour application for smart phone/mobile device.

Estimated one to two year timeframe as staff resources permit. 2

Recommend Heritage and Landmark Trees

Ad-hoc subcommittee of the Historical Preservation Commission to work with the Woodland Tree Foundation and the City's Park and Recreation Division/Commission to inventory trees eligible for "landmark tree" designation starting with those trees located on public property. Provide information and resources for ongoing maintenance and health of the trees.

Estimated one year timeframe.

2

Possible Future Projects**Residential Design Guidelines for Historic Neighborhoods**

The Historical Preservation Commission will work with staff to develop design guidelines that protect the historic architectural character and heritage of the City's treasured historic neighborhoods.

Estimated two year timeframe. Project may dovetail and/or complement General Plan update process.

3

Certified Local Government (CLG)

The Historical Preservation Commission will work with Planning staff to explore the certification process to become recognized as a Certified Local Government through the National Park Service and State Historic Preservation Office.

Ongoing/As necessary to research and, at the discretion of the City Council, complete the application and certification process (estimated two year timeframe).

3

DRAFT



TO: THE HONORABLE HISTORICAL PRESERVATION COMMISSION
AGENDA: Historical Preservation Commission Meeting
DATE: March 17, 2021
ITEM #: G.3
SUBJECT: Heritage Home Awards

Recommendation for Action: Staff recommends that the Historical Preservation discuss the next steps for Heritage Home Awards

Staff Contact:

Megan Meier, Associate Planner, (530) 661-5814, megan.meier@cityofwoodland.org

Discussion:

As everyone is aware by now Covid - 19 has affected our ability to hold in person meetings and gatherings for some time. This has sidelined many of our usual civic activities one of them being the Heritage Home Awards that has in the past been a celebration of the historic homes and buildings here in Woodland by publicly acknowledging the dedication and care that the owners have given to these buildings in our community. As restrictions begin to be lifted and things open up we may have the opportunity to gather in limited capacity and in adapted environments in order to bring back some of these civic engagements. This year has taught us all to be flexible and adapt to changing circumstances, so we can discuss possible options for the 2021 Heritage Home Awards ceremony with the knowledge that the situation may change and hopefully for the better. This discussion is to establish some framework for a path forward to think about options for an adapted version of the Heritage Home Awards.

Next Steps:

- Determine possible Date and format of 2020/2021 Heritage Home Awards
- Talk with Homeowners virtually
- Order Plaques
- Submittal of Write ups

Prepared By: Megan Meier, Associated Planner

Attachments:

None