



City of Woodland
Meeting Agenda
Historical Preservation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

June 16, 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. SPECIAL COMMENT:

PLEASE NOTE: The June 16, 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. CALL TO ORDER

C. ROLL CALL

D. APPROVAL OF MINUTES

E. STAFF AND COMMISSIONER COMMENTS

F. PUBLIC COMMENT

G. PRESENTATIONS

1. 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 content for web-page to be included in draft work program.

2. SUBJECT: 2020/ 2021 Heritage Home/Historic Preservation 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

H. BUSINESS ITEMS

I. ADJOURNMENT



TO: THE HONORABLE HISTORICAL PRESERVATION COMMISSION
AGENDA: Historical Preservation Commission Meeting
DATE: June 16, 2021
ITEM #: G.1
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 content for web-page to be included in draft work program.

Staff Contact:

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

Background:

At the March 16th, HPC meeting commissioners discussed the draft work plan and provided direction to staff on the reorganization of priorities within the draft document. It was discussed that the main goal of the HPC is to educate and with 2020 requiring, all of us to be home and on line a large part of our life the commissioners felt that the best way to provide that informational outreach to the community is with more of a dedicated presence on the City web page. This coincides with the City's 150th Celebration and the desire to have one location that can offer a number of resources to the community regarding Historic Preservation. Additionally given the circumstances in 2020, the amount of people using the internet as an informational resource has increased substantially. Staff received direction from commissioners to prioritize the web-page information on historic preservation and move the interactive app and other items down the list of priorities scheduled on the proposed HPC work plan.

Discussion & Analysis:

Staff looked at several communities as part of our case study to see how different City's utilized the web pages for Historic Preservation initiatives and information. Staff looked at four (4) different communities both large and small to assess several different aspects of the web page including:

Content- did the page have the history of the community, historic preservation information and resources, or other historic related content.

Navigation- how was the page laid out and the navigation to the page and in the page easy to use.

Information- what type of information was provided? Did the page link to state and national information or local historic groups or archive information?

Aesthetics- what type of images did the page use? Was the page visually easy to navigate and did the images assist with navigation.

City of Berkeley

https://www.cityofberkeley.info/Planning_and_Development/Home/Landmarks_Preservation_Commission.aspx

Overall the City of Berkley historic resource web page was well laid out but lacked personal connections to the

community and was more utilitarian in nature.

Navigation

Very navigable with side panels, interesting font. Uses a hierarchy of fonts to call out topics and hyperlinks for additional information. You also don't have to click multilayers of information to find what you're looking for. For the most part the web page is well laid out, however the bottom half of the Landmark Preservation Committee's page is loads of various forms and applications

- Would do best to create our own, separate document area
- In this area, make it more navigable with short paragraphs. "If you're looking for ____, please refer to _____. For documents about ____, use _____"

Content

Provided an overview of the Commission but didn't give an overview of Berkeley history

Information

The listed several types of information including:

- Historic resources Information
 - o List of landmark structures
 - o Landmark maps
 - o Parcel information
 - o Mills Act information
 - o Landmark Preservation Ordinance
- Historic Surveys
- State and Federal Preservation Links
- Link to local Historic Foundation

Aesthetics

Heading of the page employs a nice bar with very colorful photos. Makes the page more pleasant, but should've continued to use some below as well.

Napa County

<https://napacountylandmarks.org/preservation-resources-2/>

This site provides a broader perspective on historic preservation and some insentives of owning a historic property.

Content

This site lays out the purpose of the information and the web-site but doesn't provide any history of the County or communities or even where to find that information.

Navigation

Employs a Table of Contents at the top, which is especially useful for longer pages. It uses hyperlinks to drop you far down in the page to the information you need, as opposed to sifting through all of the information.

Information

Instead of just being informative, this page is actually advocating for purchasing and owning historic homes. It even makes a point to address all of the various tax incentives one may enjoy by keeping up a historic property. Goes above and beyond to gather outside information that may also be relevant to historic homeowners.

Numerous links to other regulatory programs, such as:

- National Trust for Historic Preservation
- National Advisory Council for Historic preservation
- California Preservation Foundation
- Local Preservation Resources

Aesthetics

Only downside, like many of the other pages we visited, there were no photos. Woodland's page should make sure to be pleasant and welcoming.

City of Auburn

<https://www.auburnalabama.org/HPC/>

Content

This page focuses on local preservation and restoration resources.

Navigation

Not well laid out but has useful information. They could use better fonts and hierarchy.

Information

Provides handouts and other resources that don't just advocate for restoring homes, but inform the owners how to do it. Numerous useful guides such as the, "The Repair, Replacement, and Maintenance of Historic Slate Roof" or "The Repair of Historic Wooden Windows."

Aesthetics

Once again, only mildly aesthetic. Page has a pleasant color theme, which is important, but nothing pops out or keeps your attention, no photos once again.

City of San Francisco

<https://sfplanning.org/preservation>

Very sophisticated historic preservation web site presence that includes a contextual introductory statement with extensive preservation programs laid out in a highly visual way.

Content

Provides information on various programs and districts in the City. They also lay out specific City Initiatives.

Navigation

Well laid out, with valuable tabs such as "get involved" – didn't see that mentioned by other pages.

Information

Does a great job using the page as a jumping board – not overly burdened with information, but instead has short blips with links on various topics so you can dive into whatever information you need.

Aesthetics

Used larger graphics that are tied to different specific themes such as:

- Landmark designation programs
- Historic Resources Survey program
- Cultural Heritage

- Cultural Landscapes

City of Woodland HPC Web-page Skeleton Layout

Using the ideas gathered in the case studies staff reviewed we can now think about different layouts options for the City of Woodland HPC web-page content.

<https://www.cityofwoodland.org/673/Historical-Preservation-Commission>

The following is a skeleton layout of some of the information that has been discussed at past HPC meetings as possible content options:

High Level Overview of Woodland History

- 150th Anniversary Information
- Local historic preservation groups/ events
- Location to purchase walking tour book

Heritage Homes

- Past recipients and nominees on a GIS interactive map

Link to Map Library

- Upload other historic maps onto a website

Walking Tour

- Downloadable mini tours or GIS interactive map (example will be provided at presentation)

Historic Home Resources and links

- Yolo Archives
- Books/ Publications & Social Media, location for checkout/access
- State Historic Website

Conclusion:

Staff recommends that the Historic Preservation Commission (1) receive the informational report; (2) give direction to staff on possible content for web-page to be included in draft work program.

Prepared By: Megan Meier, Associate Planner

Reviewed By: Cindy 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, and 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.

Meeting discuss Form
Based Zone standards

Projects to follow may
include updating the
Downtown Zoning
Ordinance, Chapter 17 of
the Municipal Code, and
design standards in
historic district.

1

Historical Preservation Website Update	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 GIS story map	As staff resources permit.	1
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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
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"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 engage with the preservation community of Woodland at the Annual Stroll through History in Fall 2021.	2
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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

Interactive Walking Tour App

Downloadable walking tour application for smart phone/mobile device.

Estimated one to two year timeframe as staff resources permit.

3

DRAFT



TO: THE HONORABLE HISTORICAL PRESERVATION COMMISSION
AGENDA: Historical Preservation Commission Meeting
DATE: June 16, 2021
ITEM #: G.2
SUBJECT: 2020/ 2021 Heritage Home/Historic Preservation Award Nominations

Recommendation for Action: Staff recommends the Historical Preservation Commission review and approve an additional home nomination 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 who have contributed to historic preservation in Woodland. It also recognizes commercial buildings that have undergone significant rehabilitation and that positively 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 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
186 Walnut Street
146 Third Street

Nomination Process:

The Heritage Home/Historic Preservation Awards are generally nominated by a Historic Preservation Committee member or by owners who wish to nominate their properties. The City has an application form for nomination that requests 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 investigate more about the home and with photos document it's architectural features. Commissioners will prepare a historic information statement about the home to be presented at the final award ceremony.

Newly 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 resubmitted their home for nomination into the 2021 Heritage Home Awards.

603 Hollister Road

The nominated home is a wonderful example of the craftsmanship exemplified by Joseph Motroni, a local and very prolific builder. The home is Mission Revival style and was on the Stroll Through History in 2006 (p. 277 in Explore Historic Woodland guidebook). The home has had only three owners in its 84 years, Dorothy and Roy Cox, George and Carol Dahnke, and currently by Mark and Karen Hannum. The home was completed in 1937 as a speculation home.

Features of the home are coved ceilings, hand-hewn beams, original hardwood floors, steel casement windows with pull down screens, telephone “center” in hallway with fold-down chair and telephone book holder, and original porcelain-tiled bathroom.



Conclusion:

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

Prepared By: Megan Meier, Associate Planner

Reviewed By: Cindy Norris, Principal Planner

Attachments:

None