



City of Davis

**Historical Resources Management Commission Meeting Minutes
Monday, April 16, 2018
7:00 p.m.**

Senior Center, 646 A Street, Activity Room, Davis, CA 95616
(Southeast Corner of A Street & 7th Street)

Commissioners Present: Karen Clementi, Mark S. Davis, Rand Herbert (Alternate), David Hickman, William Allen Lowry, Scott Miltenberger, Erin Autry Montgomery, Richard Rifkin

Staff Present: Staff Liaison Ike Njoku, HRMC Secretary Nancy Stephenson

1. Call to Order & Roll Call.

Chair S. Miltenberger called the meeting to order at 7:00 p.m.

2. Approval of Agenda.

R. Herbert: Date of next meeting on agenda should be May 21, 2018.

Action: A. Lowry moved, seconded by R. Rifkin to approve the agenda as amended. Motion passed by the following vote:

Ayes: Clementi, Davis, Hickman, Lowry, Miltenberger, Montgomery, Rifkin
Noes: None.
Absent: None.
Abstaining: None.

3. Brief Announcements from Staff, Commissioners, and Liaisons.

A. Redevelopment proposal involving demolition of two of the three buildings at 503, 509 & 515 1st Street. EIR scoping meeting for Focused EIR is anticipated to come before HRMC on May 21, 2018. Staff Liaison I. Njoku gave a brief overview of the project and the Historical Resources Analysis (HRA) report (compiled by consultant Dana Supernowicz), for this proposed project; noting that the proposed demolition of two of the buildings is not reflected in the HRA report. The Commission requested clarification on the nature of the proposed demolition and replacement project for Theta Xi fraternity buildings located at 503, 509 and 515 1st Street, provided comments on the historical resources analysis report prepared for the project, and asked members to provide I. Njoku with additional comments and edits to be forwarded to D. Supernowicz.

Public Outreach Subcommittee (A. Lowry, E. Montgomery) circulated a draft article for publication in the Davis Enterprise as one of the activities for May 2018 Preservation Month. Commissioners were asked to provide comments and edits to I. Njoku for transmission to the Subcommittee to include in the article. In addition, the subcommittee proposes to have a table at the Farmers Market to provide information about historic preservation and its benefits to the Davis community.

4. Public Comment

None.

5. Consent Calendar

A. Draft March 19, 2018 Minutes approval.

Action: R. Rifkin moved, seconded by M. Davis to approve the consent calendar as listed above. Motion passed by the following vote:

Ayes: Clementi, Davis, Hickman, Lowry, Miltenberger, Montgomery, Rifkin
Noes: None.
Absent: None.
Abstaining: None.

6. Written Communications.

Written communications were circulated.

7. Museum Report.

None.

8. HRMC Business Items.

A. Joint Meeting with City Council. Chairperson Miltenberger will report on potential Joint Meeting with Council based on a meeting with City Manager Webb, (since Council Liaison Swanson could not make the meeting). S. Miltenberger met with City Manager Mike Webb and outgoing Community Development and Sustainability Director Ashley Feeney. They discussed the following:

1. Role of the HRMC in the current Downtown Plan Update.
 - a. Suggested HRMC subcommittee meet with staff and consultant Mark Hulbert to determine the extent of his analysis/work.
2. City Council will need to act on individual and district properties that have been called out as eligible.
 - a. Most important issue to discuss with City Council at proposed joint meeting.
3. Funding of HRMC projects
 - a. Present proposal first, then encumber funds, link to regulatory obligations and City goals.

S. Miltenberger moved to form a subcommittee to meet with staff and consultant M. Hulbert. The Commission agreed by consensus that K. Clementi, D. Hickman and S. Miltenberger would serve as the subcommittee. S. Miltenberger will contact interim Community Development and Sustainability Director Heidi Tschudin, M. Webb and B. Wolcott to arrange for a meeting.

B. Commissioner Clementi Update -- reports of the progress of consolidation work on her list, (update what Commission has done with that list, if applicable), with R. Herbert's list.

Commissioner Clementi presented the Commission an update on her efforts to consolidate lists of unsurveyed properties, and the Commission provided input on how best to proceed in order to achieve a master list that would be useful to the City and the historical consultant working on the Downtown Plan Update.

C. Commission Goals Update – review and update of the Commission goals.

Action: D. Hickman moved, seconded by K. Clementi to adopt the commission goals. Motion passed by the following vote:

Ayes: Clementi, Davis, Hickman, Lowry, Miltenberger, Montgomery, Rifkin
Noes: None.
Absent: None.
Abstaining: None.

- D.** Potential Joint Meeting with City Council – identification of items of interest to discuss with Council. At this point, City Council does not have any joint meetings lined up through June (and have a full plate of agenda items).

S. Miltenberger reported that the joint City Council and Commission meeting would be scheduled after the summer break, and that incoming Mayor Brett Lee is interested in continuing the Council and HRMC joint meetings. S. Miltenberger added that, in order to make the most of what is expected to be a short meeting, the HRMC should focus on only one item to discuss with the Council: district and property designations.

- E.** May Preservation Month Proclamation – input from Commission.

The Commission accepted by consensus the proclamation of May as Preservation Month, and directed that the proclamation be transmitted to the City Council for adoption.

- F.** 2015 Citywide Identified Potential Historical Resources & Sacramento State University DPR 523 for 1601 Tamarack Lane (by Borawski, Gianna Marie).

Commission agreed by consensus that D. Hickman would evaluate the DPR 523 and report back to the Commission at the next meeting. The Commission will decide whether or not to adopt the DPR 523 and recommend to City Council for designation as a Merit Resource.

- G.** Commissioner Rifkin’s Downtown Davis 1976—an informational chart.

R. Rifkin reported on his presentation to the Rotary Club on Downtown Davis 1976, noting that in 1976 there were several auto-related businesses and few restaurants in the downtown as compared to today.

- H.** Subcommittee on Historic District Process—appoint subcommittee to review and outline historic district processes consistent with attached relevant sections of the 2018-2020 Goals HRMC Work Plan. (See: Item 8H Attachment A.)

S. Miltenberger and E. Montgomery were appointed to serve as a subcommittee on the Historic District Process.

9. Adjourn.

The next meeting will be May 21, 2018 at the Senior Center Activity Room, 646 A Street, Davis, CA 95616 (southeast corner of A Street and 7th Street) at 7:00 p.m.

The meeting was adjourned at 8:45 p.m.

Goals	Actions	Discussions & Assignments
<p>1. Davis original bike lanes Landmark designation</p>	<ul style="list-style-type: none"> a. HRMC will prepare a report for the designation of the four original bike lanes as Landmarks for City Council action. b. HRMC will prepare necessary documentation for the nomination of the four bike lanes for inclusion in the National Register. c. HRMC to request funds for signage to recognize the bike lanes, if designated by the City Council. 	<p>Commissioner Herbert will take lead in preparing the documents for the Landmark designation and National Register nomination, while Commissioner Rifkin will work on the signage text/language.</p> <p>City Council liaison will assist in seeking funding for the signage</p>
<p>2. City Council Actions – designation of resource.</p>	<ul style="list-style-type: none"> a. HRMC will complete DPR 523 documentation for unsurveyed properties in the Conservation Overlay District Survey and identify any property eligible for designation for Council action. b. HRMC will review and update documentation for the 2003 surveyed properties in the Overlay District found eligible for designation for Council action. c. HRMC will review 2003 survey documentation and identify citywide resources deemed potentially eligible for designation and update their DPR 523 forms, and recommend to Council for action any still eligible for designation. d. HRMC will complete the DPR 523 documentation for architecturally significant properties in the 2015 citywide historical resources survey and present this to Council for action (the 2015 Citywide survey identified 19 architecturally significant properties that require further evaluation for potential designation, including 1 church that appears eligible based on architecture, and 3 individual resources, 2 of which were found eligible). e. As the custodian of the City’s historical resources inventory, the HRMC will create a master list of designated historical resources, surveyed properties, unsurveyed properties, and reconcile this master list with that of Consultant Mark Hulbert. The consolidated list will be presented to the Council for affirmation and approval as the City inventory. f. HRMC will compile and review appropriate documentation of potential historic districts recognized in the 2015 survey. That survey identified 14 subdivisions that meet eligibility requirements for designation as district, which are Elmwood (1&2) and University Estates (1-12); conduct public outreach, hold necessary hearings, and present a recommendation to the City Council for action. 	<p>Commissioner Clementi has assigned areas to Commissioners and Commissioners will bring areas of concern to full Commission for discussion until project is complete.</p>

<p>3. Establish College Park overlay zoning district and design guidelines</p>	<p>a. HRMC will appoint a subcommittee to work with City staff upper management and Council liaison to commence an overlay district and design guidelines for College Park historic district.</p> <p>b. With staff help HRMC will seek funding for the projects.</p> <p>c. HRMC will work with Planning Commission to develop overlay district and design guidelines.</p> <p>d. HRMC will seek City Council action on the recommendations of the Commissions.</p>	<p>Commission to appoint a subcommittee to work on this goal.</p>
<p>4. Develop windows and doors replacement standards for designated resources and contributors</p>	<p>a. HRMC will appoint a subcommittee to create historic windows and doors replacement guidelines for the full Commission review, adoption and staff implementation based on the applicable SOI technical bulletins and examples from other CLGs.</p> <p>b. HRMC will review and adopt the agreed upon guidelines for staff application.</p>	<p>Commissioner Lowry is appointed a subcommittee of one.</p>
<p>5. Funding Mechanism for Historical Resources projects</p>	<p>a. As at present there is no sustained or identified source of funds for historical projects, HRMC will seek permanent funding to historic preservation efforts.</p>	<p>HRMC subcommittee should meet with appropriate City staff to address the need to set aside funding for HRMC projects.</p>
<p>6. Promotion of Davis history and historical resources</p>	<p>a. HRMC will continue to promote Davis history through educational outreach and civic campaigns, including having activities in the month of May in recognition of National Preservation Month;</p> <p>b. HRMC will provide decision-makers, citizens, and interested parties an educational series on the benefits of Davis history and historic preservation, including economic benefits;</p> <p>c. HRMC will continue to award certificate of recognition of property owners who maintain their historical resources in “healthy” condition;</p> <p>d. HRMC will continue its civic engagement, including newspaper presentations (special pages and notices) to ensure that Davis General Plan goals and policies on historic preservation are respected.</p>	<p>Options include:</p> <ul style="list-style-type: none"> ▪ pop-up booth at the farmers market; ▪ Facebook group; and ▪ Civic outreach that include continued award of certificates to property owners that advance and maintain in good standing their historic properties. ▪ Appoint subcommittee