

CITY OF HIGHLAND SPECIAL MEETING OF THE HISTORIC AND CULTURAL PRESERVATION BOARD AGENDA

SPECIAL MEETING

April 6, 2023

5:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

MEMBERS

Pamela Bible, Chair

Patrick Sandford, Vice Chair

Tyler Brown, Member

Tony Mauricio, Member

Gail Shelton, Member

STAFF

Lawrence A. Mainez, Community Development Director

Kim Stater, Assistant Community Development Director

Ashiq Syed, Associate Planner

Camille Goritz, Administrative Assistant III



MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: www.cityofhighland.org

CITY OF HIGHLAND • 27215 BASE LINE • HIGHLAND, CALIFORNIA 92346 • (909) 864-6861 ☎ • (909) 862-3180

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office at (909) 864-6861 Ext. 226, at least 72 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Historic and Cultural Preservation Board, less than 72 hours prior to that meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

Submission of Public Comments: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 4:00 p.m. on April 6, 2023 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 6, 2023 agenda, please identify the agenda item number in the subject line.

Members of the public will be permitted to make public comments in person.

**HISTORIC AND CULTURAL PRESERVATION BOARD
SPECIAL MEETING AGENDA
April 6, 2023 - 5:00 P.M.**

CALL TO ORDER

Pledge of Allegiance

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

To address the Historic and Cultural Preservation Board please complete a speaker form located at the entrance and give it to the Administrative Assistant prior to the beginning of the meeting. Your name will be called when it is your turn to speak. Individual speakers are limited to three minutes each. Comments received via email by April 6, 2023, 4:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

BUSINESS ITEM

1. Certificate of Appropriateness (COA 23-001) to permit an existing 466 square foot roof-mounted solar photovoltaic system on a single-story contributing historic residence. (Continued from February 2, 2023) (6976 Cole Avenue)

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board:

1. Approve Certificate of Appropriateness (COA 23-001), for the installation of the roof-mounted solar photovoltaic system, subject to the Conditions of Approval and Findings of Fact.

ANNOUNCEMENTS

ADJOURN

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 30th of March 2023 by 4:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: March 30, 2023



Camille Goritz, Administrative Assistant III



STAFF REPORT

THE HISTORIC AND CULTURAL PRESERVATION BOARD

DATE: April 6, 2023

FROM: Lawrence A. Mainez, Community Development Director

REVIEWED BY: Kim Stater, Assistant Community Development Director *KS*

PREPARED BY: Ash Syed, Associate Planner

SUBJECT: Certificate of Appropriateness (COA 23-001) to permit an existing 466 square foot roof-mounted solar photovoltaic system on a contributing historic residence. **(Continued from February 2, 2023)**

LOCATION: 6976 Cole Ave, Highland Historic District
Assessor's Parcel No. 1191-472-08

OWNER: William Wise

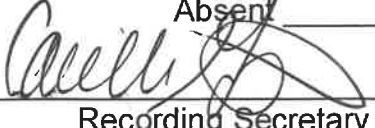
RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board:

1. Approve Certificate of Appropriateness (COA 23-001) for the installation of the roof-mounted solar photovoltaic system, subject to the Conditions of Approval and Findings of Fact.

PUBLIC NOTICE: As required by City Council Resolution, notice of the public meeting was posted at three (3) designated posting locations within the City. In addition, the notice was posted on the City's website, and mailed to adjacent property owners of the project site. No further notice is required.

PUBLIC COMMENT: Staff has not received any public comments in response to the project notice at the time of preparing this staff report.

DESCRIPTION OF SITE: The subject site is located on the west side of Cole Avenue, just south of Main Street (Attachment 1 – Area Map). The 2001 Historic Architectural Survey lists the property as a contributing residence which was constructed in 1908. The

Approved _____	Motion _____	Second _____	Agenda Item No. <u>1</u>
Denied _____	Ayes _____		File No. _____
	Noes _____		
Continue _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Community Development Director	

single-story home is described as a traditional bungalow style with a hip roof along with a hip roofed attic vent. The footprint of the roof includes the front porch, which is centered in the façade of the house. The main entrance is flanked by paired windows, pointed rafter tails that are exposed at the eaves, and purlins that extend forward at the corners. The house is sheathed in two-lap drop siding. The site also contains a detached garage at the rear of the property, which matches the residence in color and materials. (Attachment 2 – Street View).

PREVIOUS ACTION: At the January 11, 2023, Historic and Cultural Preservation Board meeting, the Board reviewed Certificate of Appropriateness Application (COA 23-001) for an existing 466 square foot roof-mounted solar photovoltaic system. This system had recently been installed by the solar company without the benefit of building permits. The permits were applied for, but never received because they were pending approval by the Historic and Cultural Preservation Board. The solar company had not relayed this information to the property owner.

The proposal consisted of ten (10) solar panels on the south facing side of the hip roof and twelve (12) panels on the north facing roof of the main house. The Applicant explained that the solar provider sized the system to accommodate the Applicant's power needs. The Applicant conveyed that the twelve (12) panel on the north facing roof were installed incorrectly and were generating minimal power and that they were in the process of working with the solar provider to relocate the panels to the roof of the detached garage at the rear of the site. The Board directed to the Applicant to proceed with the relocation and return with plans for a revised solar array that maximizes the roof area on the garage roof with minimal overflow onto the south facing roof on the main house. The Board continued the item to the February 2, 2023 meeting (Attachment 7 - HCPB Minutes 2/2/23).

At the February 2, 2023 Historic and Cultural Preservation Board Meeting, the Applicant informed the Board that the twelve (12) panels on the north facing roof were removed in late January and only the panels on the south facing roof were remaining. The Applicant also conveyed to the Board that the solar provider was in the process of resizing the system to maximize the east facing and west facing roofs of the detached garage as directed. The Board tabled the item to allow the Applicant and solar provider ample time to produce an acceptable array configuration that also accommodates the necessary electricity production.

PROJECT REVIEW/ANALYSIS: As of March 28, 2023, the solar provider has submitted a revised array configuration that includes twelve (12) panels in strings of six (6) on both the east and west facing sides of the detached garage roof. Because of the limited area available for solar installation on the garage roof due to the fire accessibility code, the rest of the solar array includes the ten (10) original panels that remain on the south facing roof of the main house.

Considering the contributing status of the subject parcel and in order to preserve the value and aesthetics of the Historic District itself, Staff recommends the Board approve the

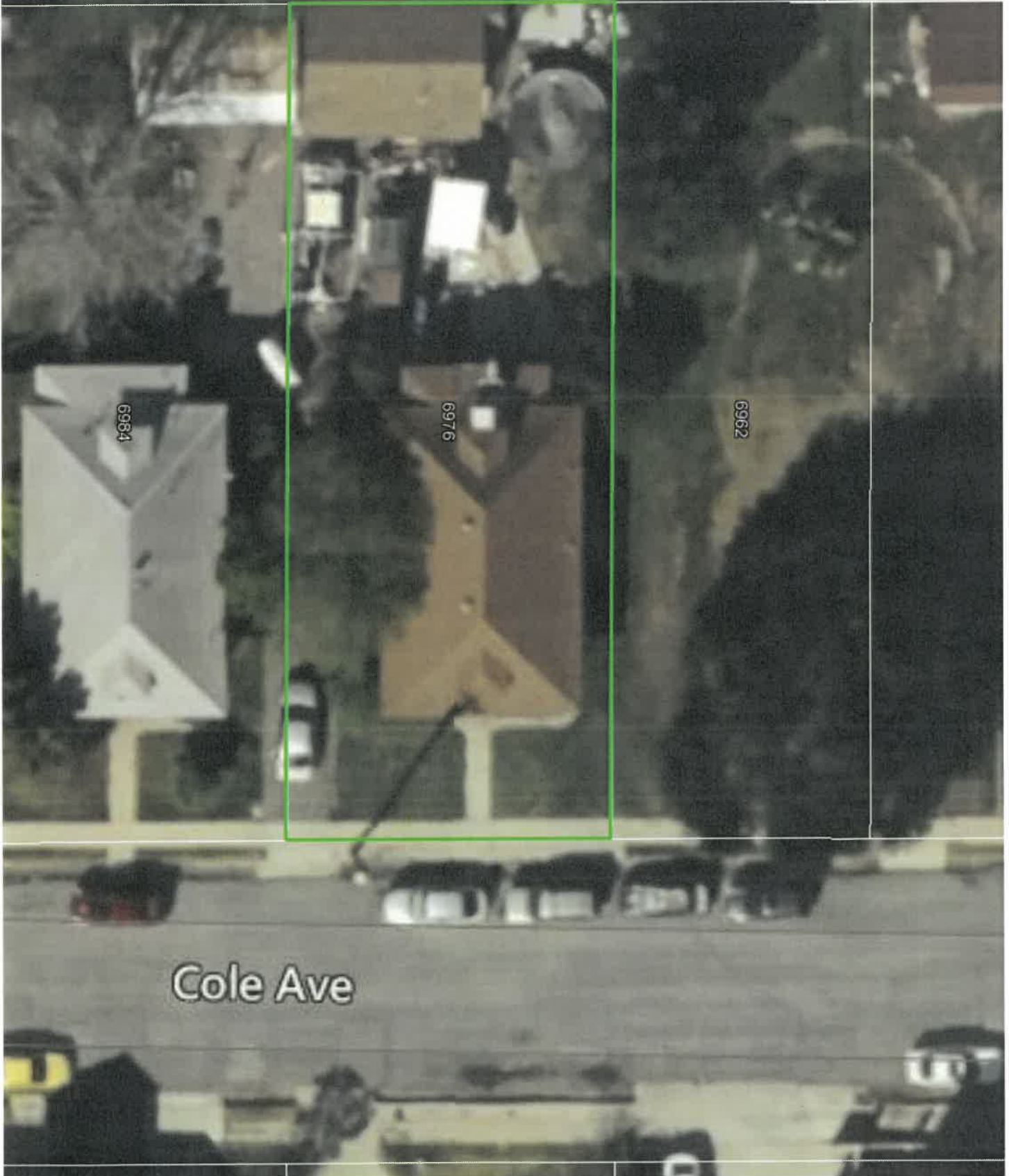
project in part, requiring the removal of the 10 solar panels installed on the main house as these are visible from the public right-of-way and detract from the historical value of the architecture. Staff recommends the system be downsized from 8.58 kW to 4.6 kW, consisting of only the twelve (12) panels on the detached garage roof.

ATTACHMENTS:

1. Area Map
2. Street View
3. Solar Plan
4. Secretary's Standards for Rehabilitation
5. Conditions of Approval
6. Findings of Fact
7. HCPB Minutes 2/2/23

Attachment 1:

Area Map



Attachment 2:

Street View



Attachment 3:

Solar Plan

PROJECT DESCRIPTION:

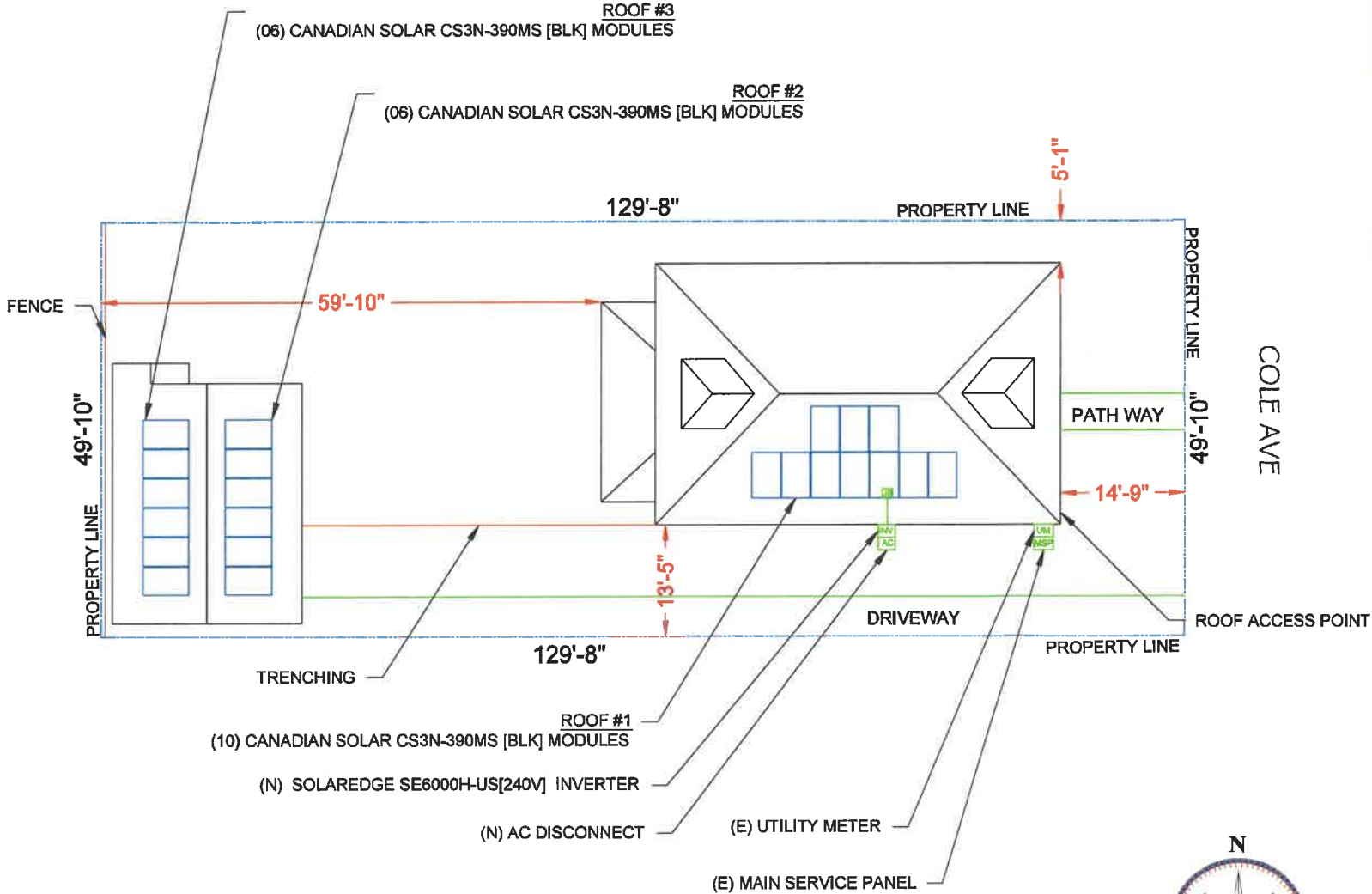
22 x CANADIAN SOLAR CS3N-390MS [BLK] MODULES
ROOF MOUNTED SOLAR PHOTOVOLTAIC MODULES
SYSTEM SIZE: 8.580 KW DC STC
7.934 KW AC

EQUIPMENT SUMMARY

22 CANADIAN SOLAR CS3N-390MS [BLK] MODULES
22 SOLAREEDGE POWER OPTIMIZER S440
01 SOLAREEDGE SE6000H-US[240V] INVERTER
UTILITY: SCE

ENCROACHMENT NOTE: NO ENCROACHMENTS
INTO EASEMENTS BY NEW SCOPE OF WORK

APPLICABLE CODES & STANDARDS
ALL WORK SHALL CONFORM TO THE FOLLOWING CODES
2022 CA BUILDING CODE
2022 CA ELECTRICAL CODE
2022 CA FIRE CODE
2022 CA RESIDENTIAL CODE
ANY OTHER LOCAL AMENDMENTS



1 PLOT PLAN WITH ROOF PLAN

CS SCALE: 1/16" = 1'-0"



2 HOUSE PHOTO

CS SCALE: NTS



3 VICINITY MAP

CS SCALE: NTS

SHEET INDEX	
CS	COVER SHEET
A1.0	SITE PLAN
A2.0	STRING LAYOUT & ATTACHMENT DETAIL
E1.0	ELECTRICAL LINE DIAGRAM
E2.0	WIRING CALCULATIONS
P1.0	PLACARDS
SS1.0+	EQUIPMENT SPECIFICATIONS

LEVION CONSTRUCTION LLC
49 CALYPSO IRVINE
CA 92618

CONTRACTOR LIC#: #1096696
PHONE #: 951-554-2201
GENERAL B

Zachary Winger

REVISIONS		
DESCRIPTION	DATE	REV
INITIAL DESIGN	1/27/2023	00

SIGNATURE WITH SEAL
DATE: 1/27/2023

PROJECT NAME &
ADDRESS

WILLIAM WISE
RESIDENCE
6976 COLE AVE
HIGHLAND, CA, 92346
PHONE#: (909)647-5460

SHEET NAME
COVER SHEET

SHEET SIZE
ANSI B
11" X 17"

SHEET NUMBER
CS

Attachment 4:

Secretary's Standards for Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior is responsible for establishing professional standards and providing advice on the rehabilitation and protection of all cultural resources listed in or eligible for listing in the National Register of Historic Places.

The Secretary of the Interior's Standards for Treatment of Historic Properties apply to all proposed development grant-in-aid projects assisted through the National Historic Preservation Fund, and are intended to be applied to a wide variety of resource types, including buildings, sites, structures, objects and districts. These Standards, developed in 1992, were codified as 36 CFR Part 68 in the July 12, 1995, Federal Register (Volume 60, No. 133). They replace the 1978 and 1983 versions of 36 CFR 68 entitled, "The Secretary of the Interior's Standards for Historic Preservation Projects."

The Secretary of the Interior's Standards for the Treatment of Historic Properties may be used by anyone planning and undertaking work on historic properties, even if grant-in-aid funds are not being sought. It should be noted that another regulation, 36 CFR Part 67, focuses on "certified historic structures" as defined by the IRS Code of 1986. The "Standards for Rehabilitation" cited in 36 CFR 67 should always be used when property owners are seeking certification for federal tax benefits.

Rehabilitation:

The act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

Standards for Rehabilitation:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

NOTE:

When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.

Attachment 5:

Conditions of Approval

CERTIFICATE OF APPROPRIATENESS CONDITIONS OF APPROVAL

Date: April 6, 2023
Owner: William Wise
Applicant: Levion Construction
File/Index: COA 23-001
Proposal: Certificate of Appropriateness (COA 23-001) to permit the installation of a roof-mounted solar photovoltaic system on a single-story historic residence consisting of twelve (12) panels on the garage roof.

Location: 6976 Cole Ave, Highland Historic District
Assessor's Parcel No. 1191-472-08

The CERTIFICATE OF APPROPRIATENESS Application has been conditionally approved subject to the compliance with the requirements as specified below:

1. This CERTIFICATE OF APPROPRIATENESS shall become null and void:
 - a. Unless all conditions have been complied with and occupancy or use of the land or existing structures authorized by Certificate of Appropriateness (COA 23-001) has taken place within twelve (12) months after the approval of said Certificate of Appropriateness.
 - b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance with the time limitation established in this Section, the Historic and Cultural Preservation Board may grant an Extension of Time for a period of not to exceed an additional twelve (12) months. Applications for an extension of time must set forth, in writing, the reasons for granting an extension, and shall be filed together with a fee as established by the City Council, with the Planning Division thirty (30) calendar days prior to the expiration of Certificate of Appropriateness (COA 23-001).

NOTE:

All required on-site and off-site improvements, shall be completed and approved prior to final inspection of any building or structure.

The conditions listed below are continuing conditions; failure of the Applicant to comply with any/all conditions at any time, shall result in initiating revocation of the subject permit granted to use the property.

PLANNING CONDITIONS

2. The subject property shall be developed in accordance with materials approved by the Historic and Cultural Preservation Board on April 6, 2023, and shall be in compliance with all conditions of approval contained herein.

3. Prior to the issuance of any permits, the Applicant/Owner of the property shall submit to the Planning Department written evidence of agreement with all conditions of this approval.
4. Certificate of Appropriateness (COA 23-001) shall allow for the installation of a twelve (12) roof-mounted photovoltaic panel system installed on the roof of the rear garage.
5. Photovoltaic panels shall be flush-mounted against the existing roof and shall be installed at the angles consistent with the pitch of the supporting roof. Visible conduit shall be painted to match the existing residence.
6. The owner/applicant shall obtain all required permits from the Planning, Engineering and Building and Safety Divisions.
8. Revisions, modifications, and/or deletions to the approved materials shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Historic and Cultural Preservation Board.
9. In compliance with the Highland Municipal Code, the owner/applicant shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.
10. The owner/applicant is responsible for implementing all conditions of approval to the satisfaction of the Community Development Director, City Engineer, Fire Department, and Police Department. No final inspection or clearances shall be given until all conditions are met. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.
11. All Ordinances, Policy Resolutions, and Standards of the City in effect at the time this project is approved shall be complied with as a condition of this approval.
12. No Certificate of Occupancy, or any other final clearance needed prior to occupancy, shall be given until all other conditions are met.

Attachment 6:

Findings of Fact

CERTIFICATE OF APPROPRIATENESS FINDINGS OF FACT

Date: April 6, 2023
Owner: William Wise
File/Index: Certificate of Appropriateness (COA 23-001)
Proposal: Certificate of Appropriateness for the installation of a roof-mounted solar photovoltaic system at a historically contributing single-family residence. architecture. The system will consist of twelve (12) panels on the detached garage roof.

Location: 6976 Cole Ave, Highland Historic District
Assessor's Parcel No. 1191-472-08

The Historic and Cultural Preservation Board shall make the following Findings of Fact prior to approval of the application:

1. With regard to a designated resource, the proposed work will neither adversely affect the significant architectural features of the designated resource nor adversely affect the character of historical, architectural, or aesthetic interest or value of the designated resource and its site.

The 2001 Historic Architectural Survey lists the property as a contributing residence which was constructed in 1908. The one-story home is described as a traditional bungalow style with a hip roof along with what appears to be a hip roofed attic vent. The footprint of the roof includes the front porch, which is centered in the façade of the house. The main entrance is flanked by paired windows, pointed rafter tails that are exposed at the eaves, and purlins that extend forward at the corners. The house is sheathed in two-lap drop siding. While, the solar array itself does not structurally compromise the home or cause permanent alteration and is temporary in that it can be installed and removed without affecting the structure. The placement of the twelve (12) panels on the rear garage will not significantly alter the aesthetics of the historic residence itself.

2. With regard to any property located within a Historic District, the proposed work conforms to the prescriptive standards and design guidelines for the District adopted by the Board, and does not adversely affect the character of the district.

The Secretary of the Interior's Standards for Rehabilitation state alterations may be made if they do not destroy historic materials, features and spatial relationships that characterize the property. Specifically, standard No. 2 states that *"The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided."* The solar panels on the garage roof will not be visible from Cole Avenue, and will not negatively impact the historical aesthetic of the home

nor the District.

3. In the case of construction of a new improvement, addition, building, or structure upon a designated cultural resource site, the use and exterior of such improvements will not adversely affect and will be compatible with the use and exterior or existing designated cultural resources, improvements, buildings, natural features, and structures on said site.

Standard for Rehabilitation No. 3 states that *"Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken."* While, the installation of solar arrays are generally discouraged on homes within the Historic District, they are acceptable if positioned away from the public right-of-way and out of the public's view. In this case, the solar array configuration will include twelve (12) panels on the detached garage roof away from the public's view.

Attachment 7:

HCPB Minutes 2/2/23

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD REGULAR MEETING
February 2, 2023

CALL TO ORDER

The regular meeting of the Historic and Cultural Preservation Board of the City of Highland was called to order at 5:00 p.m. by Chair Sandford at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Chair Patrick Sandford
 Vice Chair Pamela Bible
 Member Tony Mauricio
 Member Gail Shelton

Absent: Member Tyler Brown

Staff Present: Kim Stater, Assistant Community Development Director
 Ash Syed, Associate Planner

Chair Sandford led the Pledge of Allegiance.

1. Election of Chair and Vice Chair

The Historic and Cultural Preservation Board elected Pamela Bible for Chair and Patrick Sandford for Vice Chair. Motion carried 4-1, with Member Brown absent.

COMMUNITY INPUT

None

CONSENT CALENDAR

2. Minutes from December 1, 2022 Special Meeting.

A **MOTION** was made by Vice Chair Sandford, seconded by Member Mauricio, to approve as submitted. Motion carried, 3-1-1, with Member Brown being absent and Chair Bible abstaining.

3. Minutes from January 11, 2023 Special Meeting.

A **MOTION** was made by Vice Chair Sandford, seconded by Member Mauricio, to approve as amended. Motion carried, 3-1-1, with Member Brown being absent and Member Shelton abstaining.

BUSINESS ITEMS

4. Certificate of Appropriateness (COA 23-001) to permit an existing 482 square foot roof-mounted solar photovoltaic system on a single-story contributing historic residence. (6976 Cole Ave) (Continued from January 11, 2023)

Associate Planner Syed presented the staff report.

Applicant William Wise stated the only thing I really wanted to say was to thank Associate Planner Syed for your diligence with me on this I wanted to thank the honorable Members for your commitment to the Historic District, I appreciate that. I think we're working it through, and I just want to thank you kindly for your consideration of this matter, because I really want to go solar. I'm really tired of paying Edison and it just keeps going up and so this is my alternative.

A MOTION was made by Vice Chair Sandford, seconded by Member Mauricio, to continue this item to the March 2, 2023 meeting.

5. Preparation for the 25th Annual Citrus Harvest Festival in 2023.

Associate Planner Syed presented the staff report.

Vice Chair Sandford asked when the baking contest is scheduled?

Assistant Community Development Director Stater replied March 9, 2023.

Associate Planner Syed and Members went over best restoration and landscaping contest.

Chair Bible suggested to have two businesses and two houses in the contest.

All Members agreed with Chair Bible.

Chair Bible stated regarding the Highland Music Company, two of the members are members of a board that I am on. Since we are paying them, is this a conflict?

Assistant Community Development Director Stater stated we will ask the City Attorney.

Associate Planner Syed stated we had Hot 109.3 radio station at Citrus Harvest Festival, and the music was great. I was thinking of placing them at the intersection of Palm Avenue and Main Street where the car show is.

Member Shelton stated I would like to nominate Chair Bible as our honoree this year.

Chair Bible stated thank you.

Vice Chair Sandford stated I want to honor Highland Community News.

Member Mauricio stated I would like to nominate Sam Racardio.

Chair Bible suggested to honor both Highland Community News and Sam Racardio.

All Members agreed.

Associate Planner Syed stated we will have the car show flyers at the front counter for anyone who wants to participate, and Jeff Staggs will still be the primary contact.