

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

MEMBERS

Pamela Bible, Chair
Patrick Sandford, Vice Chair
Tony Mauricio, Member
Gail Shelton, Member
Vacant, Member

STAFF

Lawrence A. Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ashiq Syed, Associate Planner
Camille Goritz, Administrative Assistant III

SPECIAL MEETING

June 7, 2023
5:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California



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 June 7, 2023 to publiccomment@cityofhighland.org. if you are submitting a public comment pertaining to an item on the June 7, 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
June 7, 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 June 7, 2023, 4:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

CONSENT CALENDAR

1. Minutes from April 20, 2023 Special Meeting.

RECOMMENDATION:
the minutes, as submitted.

That the Historic and Cultural Preservation Board approve

BUSINESS ITEM

2. 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 April 6, 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 1st of June 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: June 1, 2023



Camille Goritz, Administrative Assistant III



STAFF REPORT

TO THE HISTORIC & CULTURAL PRESERVATION BOARD

DATE: June 7, 2023

FROM: Lawrence A. Mainez, Community Development Director

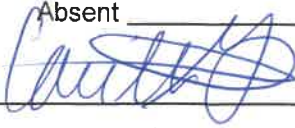
REVIEWED BY: Kim Stater, Assistant Community Development Director

PREPARED BY: Camille Goritz, Administrative Assistant III *CG*

SUBJECT: Minutes from the April 20, 2023 Historic and Cultural Preservation Board Special Meeting

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board approve the Minutes as submitted.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

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

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
April 20, 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	Pamela Bible
	Vice Chair	Patrick Sandford
	Member	Gail Shelton

Absent:	Member	Tony Mauricio
	Member	Tyler Brown

Staff Present: Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Camille Goritz, Administrative Assistant III

Chair Bible led the Pledge of Allegiance.

COMMUNITY INPUT

None

CONSENT CALENDAR

1. Minutes from March 2, 2023 Special Meeting.

A MOTION was made by Vice Chair Sandford, seconded by Member Shelton, to approve as submitted. Motion carried, 3-0, with Member Brown and Member Mauricio being absent.

2. Minutes from April 6, 2023 Special Meeting.

A MOTION was made by Member Shelton, seconded by Vice Chair Sandford, to approve as submitted. Motion carried, 3-0, with Member Brown and Member Mauricio being absent.

BUSINESS ITEMS

3. 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 6, 2023) (6976 Cole Avenue)

Associate Planner Syed presented the staff report.

A MOTION was made by Vice Chair Sandford, seconded by Member Shelton, to table this item. Motion carried, 3-0, with Member Brown and Member Mauricio being absent.

4. Certified Local Government Program 2021-2022 Annual Report.

Associate Planner Syed presented the staff report.

Chair Bible asked was there anything more specific about the Mills Act in this report?

Associate Planner Syed stated the report asked from October 2021 to September 2022 if there had been any new applications and there were not any new applications in the last year.

The Historic and Cultural Preservation Board received and filed Staff's report.

5. Post-event discussion of the 2023 annual Citrus Harvest Festival, including Vendors, Car Show, Walking Tour, Entertainment and Marketing.

Associate Planner Syed presented the staff report.

Chair Bible asked how many food vendors participated in this year's event?

Associate Planner Syed stated there were 7 food vendors at \$200 to participate in the event.

Vice Chair Sandford stated I received great feedback from the booth next to the Historical Society booth, she was pleased this year selling a lot because last year she had not sold anything at all. There were 49 vehicles in the car show, which was the most that have participated in the event so far. It was a great turnout. The feedback we received was getting the sign-up notice out sooner to those that are interested in participating in the car show.

Assistant Community Development Director Stater stated I was pleased that there was a nice turn out. Other city events really have suffered from not having the Highland Community newspaper anymore. I think we're lucky that it was our 25th Citrus Harvest Festival year.

Associate Planner Syed stated the radio station said they had a better location this year and would like to be placed there next year.

Vice Chair Sandford stated I would like to see the train come back; it was very popular.

Historic Board members and Staff were pleased with the outcome of the Historic Walking Tour.

Associate Planner Syed stated the discussion and feedback I received from the vendors was that it was a good year for sales. The weather was colder than they hoped for, but overall, it was a great event. More food vendors than last year, and some sold out before the event ended.

The Historic and Cultural Preservation Board received and filed Staff's report.

ANNOUNCEMENTS

Chair Bible asked what are they doing at the corner of Pacific Street and Palm Avenue?

Assistant Community Development Director stated it is a pavement rehabilitation project on Pacific Street.

Chair Bible stated when they were cutting the old asphalt and they exposed back more of the original sidewalk and there's holes down the side of it. I don't know if anybody noticed it. There was a whole series of holes that were really actually neat.

Assistant Public Works Director Bennett stated this is a Capital Improvement Project that Carlos Zamano, the City Engineer is working on. They were trying to determine along the existing railway and how to restore asphalt pavement. The majority of the focus of this project is asphalt roadway improvements, there may be some incidental concrete work such as curb and gutter.

ADJOURN

There being no further business, Chair Sandford declared the meeting adjourned at 5:57 p.m.

Submitted by:

Approved by:

Camille Goritz, Administrative Assistant III

Pamela Bible, Chair



STAFF REPORT

THE HISTORIC AND CULTURAL PRESERVATION BOARD

DATE: June 7, 2023

FROM: Lawrence A. Mainez, Community Development Director

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

PREPARED BY: Ash Syed, Associate Planner *AS*

SUBJECT: Certificate of Appropriateness (COA 23-001) to permit the installation of a 466 square foot roof-mounted solar photovoltaic system on the roof of a detached garage at the rear of a contributing historic residence. **(Tabled on April 6, 2023)**

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

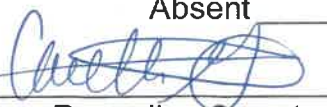
OWNER: William Wise

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.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>2</u>
Denied _____	Ayes _____		File No. _____
	Noes _____		
Continue _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Community Development Director	

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

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.

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.

At the April 6, 2023 Historic and Cultural Preservation Board meeting, the Applicant and solar representative explained to Staff that the revised array configuration includes the relocation of the twelve (12) panels that were originally installed on the north-facing roof of the main house, onto the detached garage in strings of six (6) panels on both the east and west facing sides of the roof. The solar representative explained to Staff and the Board that the Applicant would not achieve the requested amount of energy production from solely the panels on the garage roof, due to fire accessibility and the limited area available for solar installation on the garage roof. The representative further conveyed

that the ten (10) panels remaining on the south facing roof of the main house would be required to generate this. The City's Building Official clarified to the Applicant and the solar representative the applicable fire code. The Board tabled the item directed the Applicant and solar representative to work directly with Staff and provide updated solar production calculations for the detached garage roof as well as an updated array design that maximizes the full surface area available on the garage roof (Attachment 7 – HCPB Minutes from 4/6/2023 Meeting).

Additionally, the Board directed Staff to research the list, provided by the Applicant, of recent solar installations within the Historic District that are either partially or fully visible from the public right of way.

PROJECT REVIEW/ANALYSIS:

The solar representative has since provided Staff with a revised array design that includes twenty-two (22) panels contained entirely on the roof of the detached garage at the rear of the property, away from the public's view. The west facing roof features two (2) rows of seven (7) panels in portrait orientation while the east facing roof features one (1) row of six (6) panels in portrait orientation and two (2) panels placed in landscape below. Additionally, the 390 watt panels proposed as part of the initial design have been improved to 400 watt panels, increasing the overall system size to 8.8 kW DC, allowing this revised array configuration to produce the necessary electricity for accommodating the Applicant's needs. Staff recommends the Board approve the revised array design, subject to the conditions of approval and findings of fact.

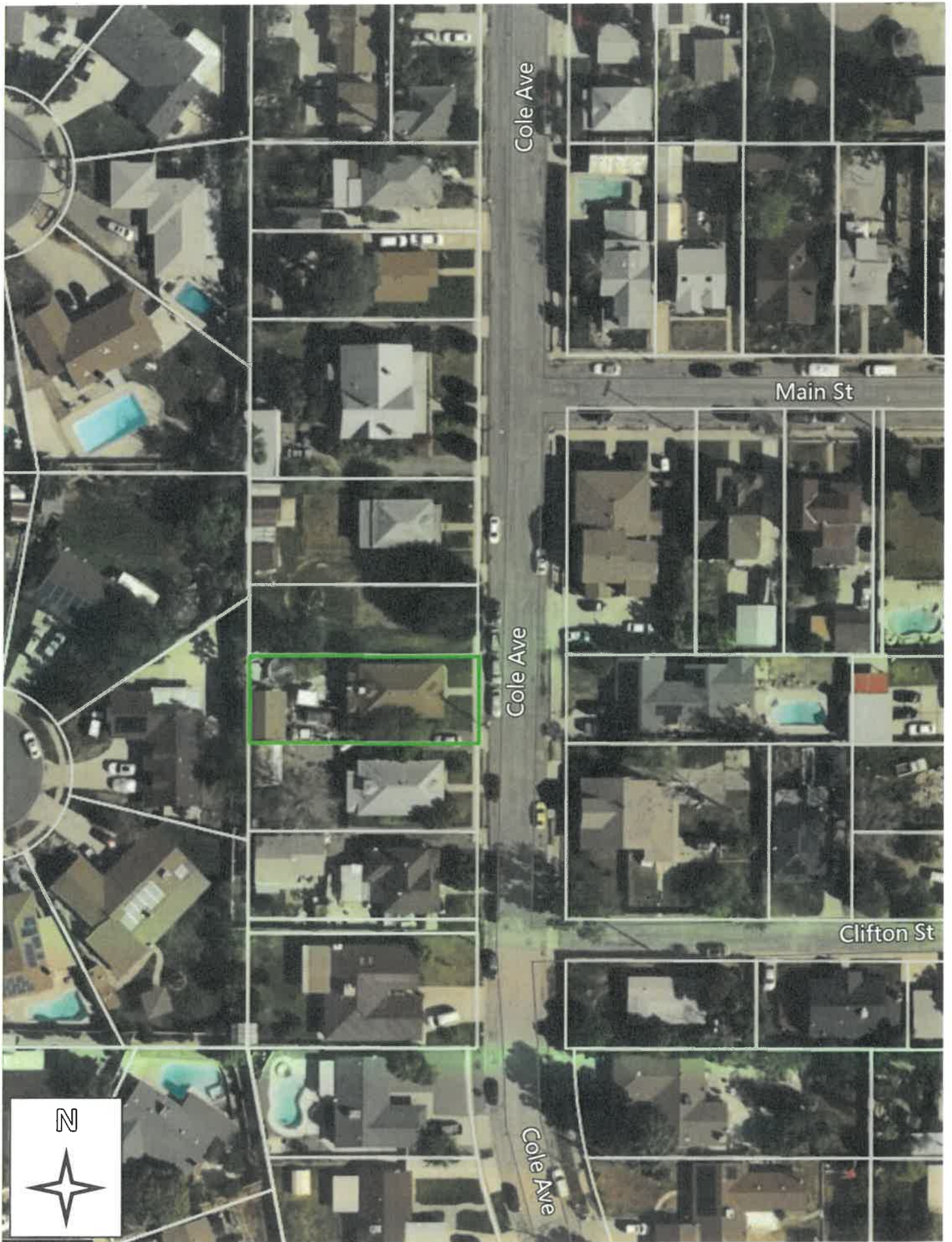
The list of solar installations partially/fully visible from the public right of way has been researched by Staff and the results have been included as an attachment to this report (Attachment 8 – List of Visible Solar Installations within Historic District).

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 from 4/6/2023 Meeting
8. List of Visible Solar Installations within Historic District.

Attachment 1:

Area Map



Attachment 2:

Street View



Attachment 3:

Solar Plan

PROJECT DESCRIPTION:

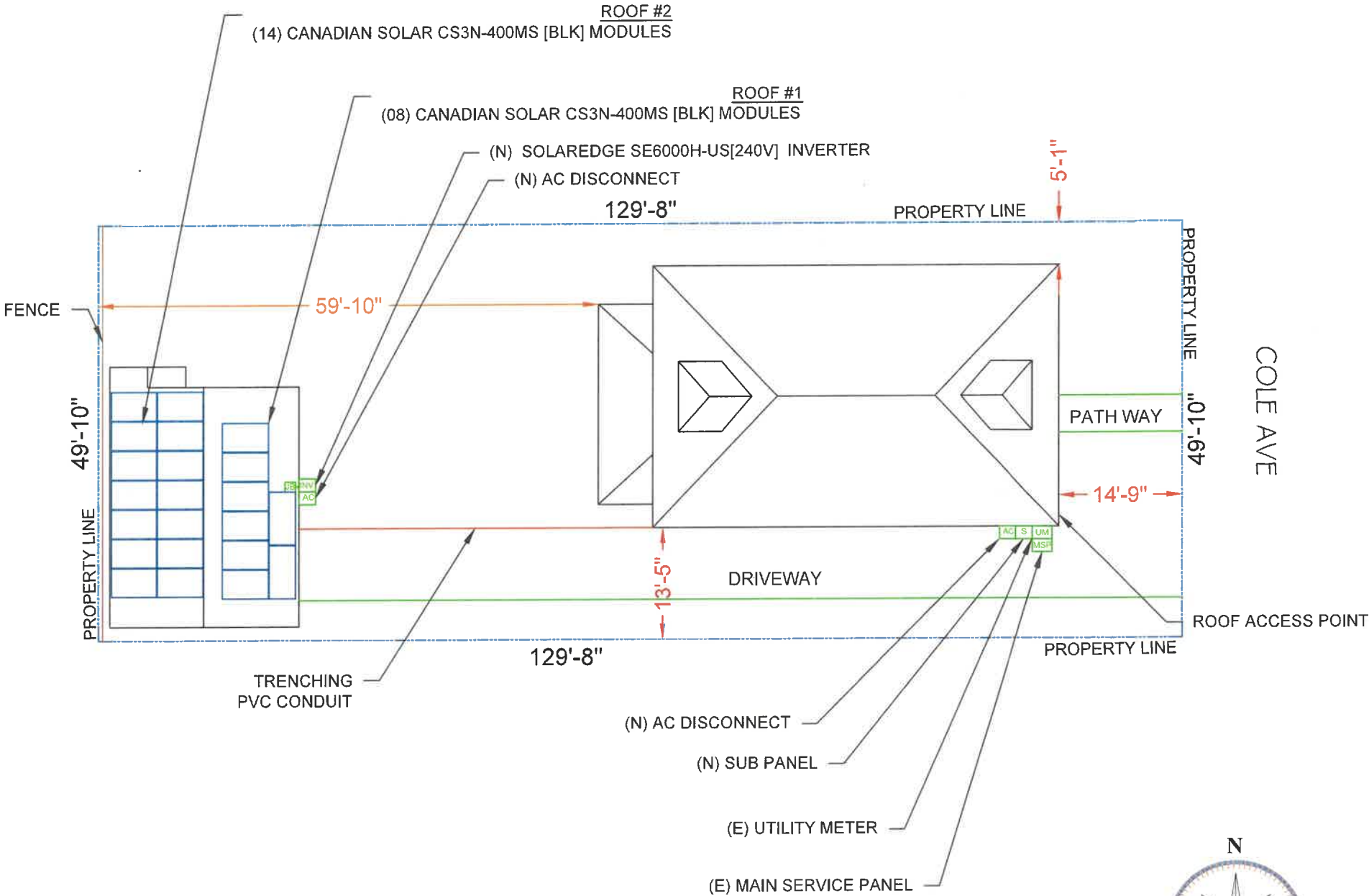
22 x CANADIAN SOLAR CS3N-400MS [BLK] MODULES
ROOF MOUNTED SOLAR PHOTOVOLTAIC MODULES
SYSTEM SIZE: 8.800 KW DC STC
8.144 KW AC

EQUIPMENT SUMMARY

22 CANADIAN SOLAR CS3N-400MS [BLK] MODULES
22 SOLAREDGE POWER OPTIMIZER S440
01 SOLAREDGE 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

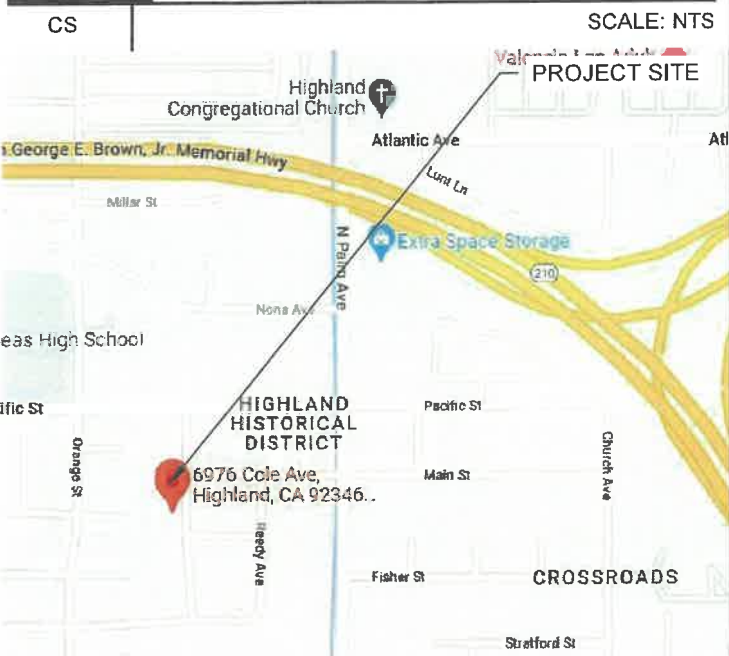


PLOT PLAN WITH ROOF PLAN

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



HOUSE PHOTO



VICINITY MAP

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	4/28/2023	00

SIGNATURE WITH SEAL
DATE: 4/28/2023

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: June 7, 2023
Owner: William Wise
File/Index: Certificate of Appropriateness (COA 23-001)
Proposal: Installation of a 466 square foot roof-mounted solar photovoltaic system on the roof of a detached garage at the rear of a contributing historic residence.
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 June 7, 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 an 8.8kW roof-mounted photovoltaic system consisting of twenty-two (22) panels installed on the roof of the rear detached 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: June 7, 2023
Owner: William Wise
File/Index: Certificate of Appropriateness (COA 23-001)
Proposal: Installation of a 466 square foot roof-mounted solar photovoltaic system on the roof of a detached garage at the rear of a contributing historic residence.
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 twenty-two (22) panels on the rear garage will not 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 twenty-two (22) panels on the detached garage roof, away from the public's view.

Attachment 7:

HCPB Minutes from 4/6/2023 Meeting

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
April 6, 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	Pamela Bible
	Vice Chair	Patrick Sandford
	Member	Gail Shelton

Absent:	Member	Tony Mauricio
	Member	Tyler Brown

Staff Present: Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Camille Goritz, Administrative Assistant III

Chair Bible led the Pledge of Allegiance.

COMMUNITY INPUT

None

BUSINESS ITEMS

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)

Associate Planner Syed presented the staff report.

Applicant, William Wise stated I just wanted to address the honorable Members of the Board and say thank you for that Citrus Harvest Festival. I wanted to draw everybody's attention back to January 11th, 2023, the staff report that was given at that time where my solar panel roof was denied. Yet in the same meeting, there was one on Pacific Street that was approved and on page 15 of that staff report it says certified Certification of Appropriateness it stated contributing our contributing home, our historical resident not visible from the public right of way and the pictures showed no visible evidence of the panels, however, the solar panels are visible from the street from the west side.

Applicant William Wise passed out the previous agenda that was dated January 5, 2023 to the Board Members. Also, passed out 8 x 10 papers showing other houses in the Historic District with visible solar panels.

Assistant Community Development Director stated Associate Planner Syed is preparing a list and researching those homes that have approved permits or ones that did not have permits with Building and Safety.

Chair Bible stated regarding the house on Pacific, we did not approve the solar panels that are visible from the public right of way. They were supposed to be placed where it was not visible.

Associate Planner Syed stated the address is 27197 Pacific Street.

Applicant William Wise stated we see solar panels all over the Historic District that are visible.

Chair Bible stated the ones that are inappropriate the board did not approve.

Applicant William Wise stated that is not my problem.

Chair Bible stated we trying to figure out how to get those removed, but at the same time we cannot continue to approve ones and continue to have additional ones that are not approved.

Applicant's Representative Ryan Daley stated this homeowner has to suffer because has a south facing roof and cannot put the panels there.

Chair Bible stated the board can only approve per the state guidelines for the Historic District.

Assistant Community Development Director Stater stated regarding 27197 Pacific Street, the sign plans are only for the panels that are on the rear of the home and on one side of the garage, there is no panels at all on the west facing side that were approved by the Board or Building and Safety. If there are panels there today, then it is a Code Enforcement issue. The Building and Safety inspections have not been final.

Member Shelton stated we are in a tough decision, because clearly our directive is precise because of the Historic District codes. On the other hand, we understand your position as a homeowner wanting to have the most efficient electrical resource. The issue is it needs to be consistent across the board, so you are singled out and if there are others that do not comply, we need to pursue that with Code Enforcement.

Building Official Wirz stated I am going over the plans, and there are panels on the south side. Is the structure on the rear a dwelling unit or garage?

Applicant William Wise stated it is a garage, and it does have a studio apartment. We do not use it.

Building Official Wirz stated there are exceptions for fire setbacks on roofs that are beyond 50% covered. On the east side you have to leave the ridge for venting.

Applicant's Representative Ryan Daly stated it is not going to be enough room.

Building Official Wirz stated you can rotate those panels 90 degrees, and stack them in two rows on the west side and leave a fire access.

Applicant's Representative Ryan Daly stated I can fill both sides up.

Vice Chair Sandford stated I would like to make a recommendation; it sounds like we still have a lot of variables here and we need to give a chance for staff and different members of staff to weigh in on this issue. I suggest we can meet again on April 20, 2023.

Applicant's Representative Ryan Daly stated we can replot the solar panel plans on a map and submit it to Building and Safety.

Applicant William Wise stated I am willing to comply I just do not want to lose my generation of power. If we can do this and it works, I am happy with a few solar panels on the south side.

A MOTION was made by Vice Chair Sandford, seconded by Member Mauricio, to continue this meeting to April 20, 2023.

ANNOUNCEMENTS

The next meeting will be April 20, 2023 at 5:00 pm.

ADJOURN

There being no further business, Chair Sandford declared the meeting adjourned at 5:35 p.m.

Submitted by:



Camille Goritz, Administrative Assistant III

Approved by:



Pamela Bible, Chair

Attachment 8:

List of Visible Solar Installations within Highland Historic District



HIGHLAND HISTORIC DISTRICT

Legend

HIGHLAND HISTORIC DISTRICT PARCELS

- CONTRIBUTING PARCELS
- NON-CONTRIBUTING PARCELS
- HISTORIC SURVEY REFERENCE NUMBER
- HIGHLAND HISTORIC DISTRICT BOUNDARY
- CITY OF HIGHLAND BOUNDARY
- OTHER PARCELS
- STREET NETWORK



List of Visible Solar Installations within Highland Historic District

Address	COA	Building Permit
27268 Nona Avenue	18-001	Yes
27197 Pacific Street	22-009	Yes
27257 Pacific Street	17-001	Yes
27254 Main Street	* <i>none</i>	Yes
27258 Main Street	* <i>none</i>	Yes
6975 Cole Avenue	* <i>none</i>	Yes
27226 Clifton Avenue	* <i>none</i>	Yes
6964 Church Avenue	* <i>none</i>	Yes
6976 Cole Avenue	(Pending)	(Pending)

*Note: * Approved by Planning and Building & Safety Staff over the counter*