

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
March 7, 2024

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 Shelton at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Gail Shelton
	Vice Chair	Patrick Sandford
	Member	Tony Mauricio
	Member	Hugh Walker

Absent:	Member	Pamela Bible
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Staff Present: Kim Stater, Assistant Community Development Director
Angela Tafolla, Associate Planner
Camille Duarte, Administrative Assistant III

Member Shelton led the Pledge of Allegiance.

COMMUNITY INPUT

None

CONSENT CALENDAR

2. Minutes from February 1, 2024 Special Meeting.

A MOTION was made by Member Mauricio, seconded by Vice Chair Sandford to approve as submitted. Motion carried, 4-0, with Member Chair being absent.

BUSINESS ITEMS

3. Certificate of Appropriateness No. 24-001 to allow a three-tabbed 'white' composition shingle re-roof on a contributing property within the Highland Historic District. (Applicant: Richard Gallina, Address: 27234 Main Street)

Associate Planner Tafolla presented the staff report.

All members were in consensus to approve the reroof as proposed.

A MOTION was made by Vice Chair Sandford, seconded by Member Mauricio to approve Certificate of Appropriateness Application No. 24-001 re-roof, which entails the use of 'white' three-tabbed composition shingle, on a contributing Historic District property. Motion carried 4-0, with Member Bible absent.

4. Preparation for the 26th Annual Citrus Harvest Festival in 2024.

Associate Planner Tafolla presented the staff report.

All members went through the logistics for the festival.

Chair Shelton and Member Mauricio spoke about the Home Tour and where to meet prior to the tour and if a QR code would be the best payment method for participants.

Assistant Community Development Director Stater stated yes, our Finance Department will have the payment online set up.

Associate Planner Tafolla asked is the Home Tour going to be the same route as last year's?

Chair Shelton and Member Mauricio stated yes, we enjoyed this year.

Associate Planner Tafolla stated we have additional historic demonstrators which are the heritage trails to participate in the event, however we are a little over budget. We need the board to approve if we should have heritage trails participate and how much.

All members were in consensus to allow the heritage trails to participate in the festival at \$300.

Assistant Community Development Director Stater went over the budget for the festival.

5. A status of Certificate of Appropriateness Applications for the properties within the Highland Historic District.

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

ANNOUNCEMENTS

Member Mauricio announced that this is his last meeting as a board member. He thanked the board members and staff for all the great times, and he will miss serving the City of Highland.

Community Development Director Mainez personally thanked Member Mauricio for his service and contribution.

ADJOURN

There being no further business Chair Shelton declared the meeting adjourned at 5:39 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Gail Shelton, Chair

