

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

SPECIAL MEETING

August 15, 2024
5:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

MEMBERS

Gail Shelton, Chair
Patrick Sandford, Vice Chair
Pamela Bible, Member
Hugh Walker, Member
Vacant, Member

STAFF

Lawrence A. Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Angela Tafolla, Associate Planner
Camille Duarte, 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 August 15, 2024 to publiccomment@cityofhighland.org. if you are submitting a public comment pertaining to an item on the August 15, 2024 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
August 15, 2024 - 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 August 15, 2024, 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 10, 2024 Special Meeting.

RECOMMENDATION: That the Historic and Cultural Preservation Board approve the minutes as submitted.

BUSINESS ITEMS

2. Certificate of Appropriateness No. 24-004 to allow the reconstruction and addition of an existing detached garage within the rear yard. (27268 Main St. Representative: William Lennick)

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board:

1. Approve COA-24-004, for the reconstruction and addition of an existing garage within the rear yard to provide additional storage of a contributing residence, subject to Conditions of Approval, and;
2. Adopt the Findings of Fact.

3. Certificate of Appropriateness No. 24-005 to permit the repainting of the exterior house on a contributing property within the Highland Historic District. (27276 Main St. Property Owner: Ed Beltran)

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board:

1. Approve Certificate of Appropriateness No. 24-005, for the repainting of the exterior of the residence, and;
2. Adopt the Findings of Fact

4. Certificate of Appropriateness No. 23-004 A proposed change of use at 6986 Church Avenue from a primary Residential use to a public Museum use with second story living quarters. (6986 Church Ave. Owner: Antonio Pinon)

RECOMMENDATION: Staff recommends that the Historic and Cultural Preservation Board consider the applicant's request, Certificate of Appropriateness (COA 23-004) to change the existing use from Residential to a public Museum with a living quarters on the second story as a secondary function.

5. Post-event discussion of the 2024 annual Citrus Harvest Festival, including Vendors, Car Show, Walking Tour, Entertainment, and Marketing.

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board discuss the event and provide direction as necessary.

6. Selection of an Event Date, Budget Analysis, and Organizational details for the 27th annual Citrus Harvest Festival in 2025.

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board:

1. Provide direction regarding the logistics of the Citrus Harvest Festival.

2. Recommend the date and budget for the Citrus Harvest Festival to the City Council for approval.

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

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board receives and file Staff's report

ANNOUNCEMENTS

ADJOURN

I, Camille Duarte, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 9th of August 2024 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: August 9, 2024



Camille Duarte, Administrative Assistant III