

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

SPECIAL MEETING

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

MEMBERS

Gail Shelton, Chair
Patrick Sanford, Vice Chair
Pamela Bible, Member
Jeffery Staggs, Member
Hugh Walker, 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 December 5, 2024 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the December 5, 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
December 5, 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 December 5, 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 August 15, 2024 Special Meeting.

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

2. Minutes from October 3, 2024 Special Meeting.

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

BUSINESS ITEMS

3. Preparation for the 27th Annual Citrus Harvest Festival

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board review and provide direction on key logistics for the Festival.

4. 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 26th of November 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: November 26, 2024



Camille Duarte, Administrative Assistant III



STAFF REPORT

TO THE HISTORIC & CULTURAL PRESERVATION BOARD

DATE: December 5, 2024

FROM: Lawrence A. Mainez, Community Development Director

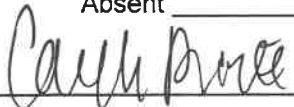
REVIEWED BY: Kim Stater, Assistant Community Development Director

PREPARED BY: Camille Duarte, Administrative Assistant III *CD*

SUBJECT: Minutes from the August 15, 2024 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
August 15, 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	Pamela Bible
	Member	Jeff Staggs
	Member	Hugh Walker

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

Vice Chair Sandford led the Pledge of Allegiance.

COMMUNITY INPUT

None

CONSENT CALENDAR

1. Minutes from April 10, 2024 Special Meeting.

A MOTION was made by Member Walker, seconded by Vice Chair Sandford to approve as amended. Motion carried, 5-0.

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)

Member Bible recused herself from this item.

Associate Planner Tafolla presented the staff report.

Representative William Lennick stated there were two options in terms of design that I wanted to bring up to public consideration. The first option is the simplest way to build it, in terms of cost, however option two is for the correct building standards and more properly built. For the window I am going to cut into some of the existing studs from the original building and basically destroy them. If I were to keep the bottom option with the two windows on the 1st floor then it would be very tall. Right now, the windows are pretty small and narrow, about 30 inches wide. The windows are probably the 1930's. I spoke to the Building Official Wirz, and we can completely preserve the structure of the building. It sits

on an elevated footing which is about 6 inches tall and wide. Basically, as you see will remain structurally. INAUDIBLE.

Chair Shelton stated I have seen the garage, and we are extraordinarily fortunate that we have somebody qualified to do the work and is so respectful and accommodating who wants to preserve the land. I think as a board we need to discuss the window choice. From my perspective, I would add that I do not see a great difference from a historical perspective on either choice, perhaps the option two as Williams said, it does not destroy the existing studs. Also, being able to salvage any part of the original building seems like a good idea and more efficient.

Representative William Lennick stated I intend to preserve everything.

Member Staggs asked how do you plan to access the second level?"

Representative William Lennick stated there will be an interior staircase.

Vice Chair Sanford asked anytime somebody builds an additional unit what is to prohibit it from becoming a dwelling and having people living there?

Associate Planner Tafolla stated for Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) are not permitted in the historic district without the board's approval. They can potentially come back and covert this to an ADU.

Vice Chair Sanford asked at this point, there is not any plumbing or electrical to put a bathroom in?

Associate Planner Tafolla stated that is correct.

Vice Chair Sanford stated what will it look like at street view?

Assistant Community Development Director Stater stated the garage is not completely visible, it is mostly the top half of the existing structure.

Vice Chair Sanford asked have we contacted the neighbors?

Associate Planner Tafolla stated yes.

Assistant Community Development Director Stater asked is your preference option two?

Representative William Lennick stated that is correct.

Assistant Community Development Director Stater stated the board needs to decide on option one or option two if it is the board's intention to approve it.

All members unanimously voted for option two.

A MOTION was made by Vice Chair Sanford, seconded by Member Staggs to:

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. Motion carried, 4-0-1, with Member Bible abstaining.

Member Bible came back to Council Chambers.

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)

Member Bible recused herself from this item.

Associate Planner Tafolla presented the staff report.

Property Owner Ed Beltran stated I bought this house 28 years ago, and it was never disclosed to me that it was a Historical house. I've always tried to be maintain within the guidelines. There was a grant available, and I could not get it because I made too much money, so I have never had any assistance trying to maintain the property. I am senior citizen disabled on a fixed income, the house has been green for 20 years, and it is not quite the same shade that it was because my wife picked it out. I have always tried to be in compliance with you all and do my part to maintain the neighborhood. When I am available with funds, I will match the paint that I had previously had.

Vice Chair Sandford asked do you know the time frame that will be?

Property Owner Ed Beltran stated hopefully by next March 2025.

All Historic Board members concurred that the paint color change will be done by August 2025.

Property Owner Ed Beltran stated I agree with the timeframe.

A MOTION was made by Vice Chair Sandford, seconded by Member Walker to:

1. Approve Certificate of Appropriateness No. 24-005, for the repainting of the exterior of the residence and;
2. Adopt the Findings of Fact modifying Condition of Approval No. 5. Motion carried, 4-0-1, with Member Bible abstaining.

Member Bible came back to Council Chambers.

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)

Administrative Assistant Duarte read the one public comment into the record.

Associate Planner Tafolla presented the staff report.

Owner Antonio Pinon stated thank you for giving us this meeting. When we first got this house, we saw the potential and me and my wife, we are lovers of history, and we saw the amazing potential we could do with this property. It has been so fun and great that we have been able to bring it back to life. My intention is never to tear down or replace, it is to bring back what is already there and that is our primary goal and to share that with the community. I think it would be a great addition to Highland.

Chair Shelton stated I met Antonio and his wife during the cleanup in preparation for the Citrus Harvest Festival last year and I was excited about their enthusiasm for their new house and their interest in developing something further to incorporate the whole community to enjoy the beauty of the house. I am excited about the concept of a museum there, however. I certainly understand the residents' concerns and I would think all of these considerations would be taken into account when the property is being reviewed for a Conditional Use Permit.

Member Bible asked what is going in the museum?

Owner Antonio Pinon stated currently there are historical structures that we are trying to bring back to life. We are looking for items specifically for Highland. We are actively looking on eBay for time period items since the house was built in 1887. We are going to have them on display with placards explaining what it is we are going to have them encased with either that is a painting or special item.

Member Bible asked so you are going to leave it like a house inside, but put period time items in it?

Owner Antonio Pinon stated yes.

Member Bible asked what about the kitchen? Are you trying to put the kitchen back?

Owner Antonio Pinon stated yes. We are going to try to make it as authentic as we can with modern changes that were added. We are going to still get a table and items in the kitchen, such as teapots that makes it feel authentic.

Chair Shelton asked is there a kitchen upstairs where you are living?

Owner Antonio Pinon stated everything is self-contained except the kitchen. When it comes to cooking, we are going downstairs and prepare those meals. We are eventually going to put a refrigerator upstairs, but as of now we still have our stove downstairs.

Member Bible asked since it is a public space, can they still be able to use the kitchen downstairs?

Assistant Community Development Director Stater stated that will be reviewed during the Conditional Use Permit process. The point of this evening's meeting is to discuss whether

or not you think it is a good idea to have a public museum at this location based on the historical significance of the home and the property.

Owner Antonio Pinon stated my understanding there is a lot of necessary things that need to be added or moved to make it safe for the public that's going to take place on the next stage. I am prepared to make heavy adjustments to whatever the planning proposes.

Member Bible stated I have heard that it might also be for a wedding venue. Are you considering that to be an option?

Owner Antonio Pinon stated yes, I have spoken to the other departments regarding parking requirements for the use of a venue, however right now, our original goal is to get adequate parking for the museum. Eventually we would be interested this to be a wedding venue.

Member Bible asked would that be asking for additional parking if it became a wedding venue?

Associate Planner Tafolla stated yes, that is correct.

Owner Antonio Pinon explained the plans that he had in mind regarding the construction of the front and backyard. He also explained the plans for onsite parking.

A MOTION was made by Vice Chair Sandford, seconded by Member Staggs to accept 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. Motion carried, 5-0.

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

Associate Planner Tafolla presented the staff report.

Member Bible asked why did we not have the Redlands stage this year?

Assistant Community Development Director Stater stated unfortunately we will not be able to borrow their stage again.

Chair Shelton asked how the vendors liked the festival's layout?

Associate Planner Tafolla stated it was mixed, either the vendors were happy about the layout and some that did not like it. it all depended on where they were located. We had a lot of new vendors that attended, and they liked the layout.

Vice Chair Sandford asked the majority of the vendors preferred 2023 festival layout?

Associate Planner Tafolla stated our returning vendors liked the 2023 layout better.

Chair Shelton spoke about the home tour and what changes to look forward to for next year's festival.

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

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

Associate Planner Tafolla presented the staff report.

A MOTION was made by Member Staggs seconded by Member Bible to schedule the Citrus Harvest Festival on March 29, 2025 with the rain date of April 5, 2025. Motion carried, 5-0.

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

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

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

ANNOUNCEMENTS

None.

ADJOURN

There being no further business Chair Shelton declared the meeting adjourned at 7:02 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Gail Shelton, Chair



STAFF REPORT

TO THE HISTORIC & CULTURAL PRESERVATION BOARD

DATE: December 5, 2024

FROM: Lawrence A. Mainez, Community Development Director

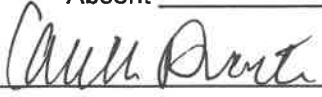
REVIEWED BY: Kim Stater, Assistant Community Development Director

PREPARED BY: Camille Duarte, Administrative Assistant III *CD*

SUBJECT: Minutes from the October 3, 2024 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>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
Recording Secretary		Community Development Director	

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
October 3, 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 Jeff Staggs
 Member Hugh Walker

Absent: Member Pamela Bible

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

Vice Chair Sandford led the Pledge of Allegiance.

COMMUNITY INPUT

None.

BUSINESS ITEM

1. Certificate of Appropriateness No. 24-006 to allow the demolition of two (2) unpermitted patios and to permit a 196 square foot enclosed patio addition, which was constructed without permits to a contributing house in the Historic District. (Location: 6932 Cole Ave.) (Representative: Michael Hanna)

Associate Planner presented the staff report.

Chair Shelton stated I am pleased they are upgrading the house. They seem to be compliant to the historic district requirements and needs.

A MOTION was made by Vice Chair Sandford, seconded by Member Walker to:

1. Approve COA-24-006, for demolition of two (2) unpermitted patios and legalize an unpermitted approximate 196 square foot rear living space addition, subject to Conditions of Approval, and;
2. Adopt the Finding of Fact. Motion carried, 4-0, with Member Bible being absent. Motion carried, 4-0, with Member Bible being absent.

ANNOUNCEMENTS

None.

ADJOURN

There being no further business Chair Shelton declared the meeting adjourned at 5:10 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Gail Shelton, Chair



STAFF REPORT

TO THE HISTORIC AND CULTURAL PRESERVATION BOARD

DATE: December 5, 2024

FROM: Lawrence A. Mainez, Community Development Director

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

PREPARED BY: Angela Tafolla, Associate Planner *AT*

SUBJECT: Preparation for the 27th Annual Citrus Harvest Festival

RECOMMENDATION: Staff recommends the Historic and Cultural Preservation Board review and provide direction on key logistics for the Festival.

FISCAL REVIEW: The Festival Account has a balance of -\$277. The Home Tour Account has a balance of \$1,639.91. Expenses are estimated to be \$18,020 while the expected revenues are \$18,100. Attached is the 2025 Citrus Harvest Festival Budget (Attachment 1).

PROJECT REVIEW: The Highland City Council approved the Board's recommended event date of March 29, 2025, with a rain date of April 5, 2025.

Staff recommends review and provide direction on the following aspects of the 27th Annual Citrus Harvest Festival:

1. Entertainment – TBD

- Contests details
- Entertainment Schedule
- Festival Honorees

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
Recording Secretary _____		<i>Lawrence Mainez</i> Community Development Director	

2. Car Show – TBD

- Assist Historical Society as needed

3. Home & Walking Tour – TBD

- Discuss tour options

4. Vendors – TBD

- Discuss specialty vendors and demonstrators
- Update regarding staff mail outs and key dates

5. Admin/Marketing – TBD

6. Sponsors Levels – For the past several years, the contributions were as follows:

- 1 – Title Sponsor, \$2,500
- 5 – Co-Sponsors, \$1,000
- 5 – Additional Sponsors, \$500
- 10 – Citrus Supporters, \$100
- 1 – Print Media Sponsor

- Attachments:
1. 2025 Citrus Harvest Festival Budget
 2. CHF Contests
 3. Entertainment Schedule
 4. CHF Previous Honorees
 5. Citrus Harvest Festival Layout

ATTACHMENT 1

2025 Citrus Harvest Festival Budget

2025 Citrus Harvest Festival Budget

FESTIVAL EXPENDITURES	
Item / Description	2025 Budget
Advertising – Print Media Sponsor	0
Advertising - Redlands Daily Facts / SB Sun	1,250
Advertising - East Highlands Ranch Newsletter	700
'Peach Jar' School District Electronic Newsletter	500
Hot 103.9 Radio Advertisement	1400
Historic Demonstrators/Exhibitors (5 x \$200 ea) (2 x \$300 WAPA/ Heritage Hills)	1700
Entertainment DJ & MC	1500
Citrus Valley Music Boosters & Beattie Middle School	250
Balloons street decorations	1,250
Insurance	1,800
Street Banner over Base Line (date modification)	0
Portable toilets	2,500
Posters Boards, Flyers, print marketing materials	600
Mobile Stage (rental)	1100
Paper materials, copying, postage	500
Tables w/ umbrella & chairs for food court & stage area	800
Signs for parking & festival activities	0
Contest ribbons (126) & Plaques (1 Honorees + 2 Home Restoration)	550
Kid's activities	300
Miscellaneous supplies	400
Staff shirts (2 x \$25)	50
Contest materials	300
Car show dash plaques	570
TOTAL	\$18,020

Item / Description	2025 Budget
Sponsorship	12,000
Retail vendor Booth spaces	3,500
Food vendor booth spaces	2,600
TOTAL	\$18,100
PREVIOUS BALANCE: -\$277	CUREENT BALANCE: \$0

ATTACHMENT 2
CHF Contests

CONTEST	CATAGORIES	NO. WINNER (TOTAL)	PRIZE
COLORING	Pre-5 & K	1 st , 2 nd , & 3 rd place for each grade (2x3 = 6 total)	Ribbon & Prizes for all (6)
POETRY	Grades 1-3	1 st , 2 nd , & 3 rd place for each grade (3x3 = 27 total)	Ribbon & Prizes for all (9)
CITRUS LABEL	Grades 4-12	1 st , 2 nd , & 3 rd place for each grade (9x3 = 6 total)	Ribbon & Prizes for all (27)
BAKING	1. Cake/Cupcake/Bread/Muffin 2. Cookie/Bar 3. Pie/Tart 4. Jam/Jelly	Adults – 1 st , 2 nd , & 3 rd place for each category (12 total) Kids – 1 st , 2 nd , 3 rd (No Jams) (9 total)	Ribbon for all (21) Prizes for 1 st place only
GOOD NEIGHBOR AWARD	1-Best Landscaping 1-Best Restoration	(2 total)	Plaques (2)
UGLY DOG	1-Ugliest	1 st place (1 total)	Ribbons (1)
PIE EATING	1 – ages 5-11 1 – ages 12-18	1 st place (2total)	Ribbons (2)

ATTACHMENT 3
Entertainment Schedule

EVENT SCHEDULE

2025 HIGHLAND CITRUS HARVEST FESTIVAL

10:15 am	Middle School Band
11:00 am	High School Band
11:45 am	Announce Winners for the: * Baking Contest * Coloring, Poetry, Citrus Label Design Contests
12:00 am	TBD
12:45 pm	Presentation of Festival Honoree:
1:00 pm	TBD
1:45 pm	Announce Winners for the: * Best Landscaping – * Restoration Award – * Car Show (2 pm)
2:15 pm	Ugly Dog Contest & Pie Eating Contest
2:30 pm	Folklorico

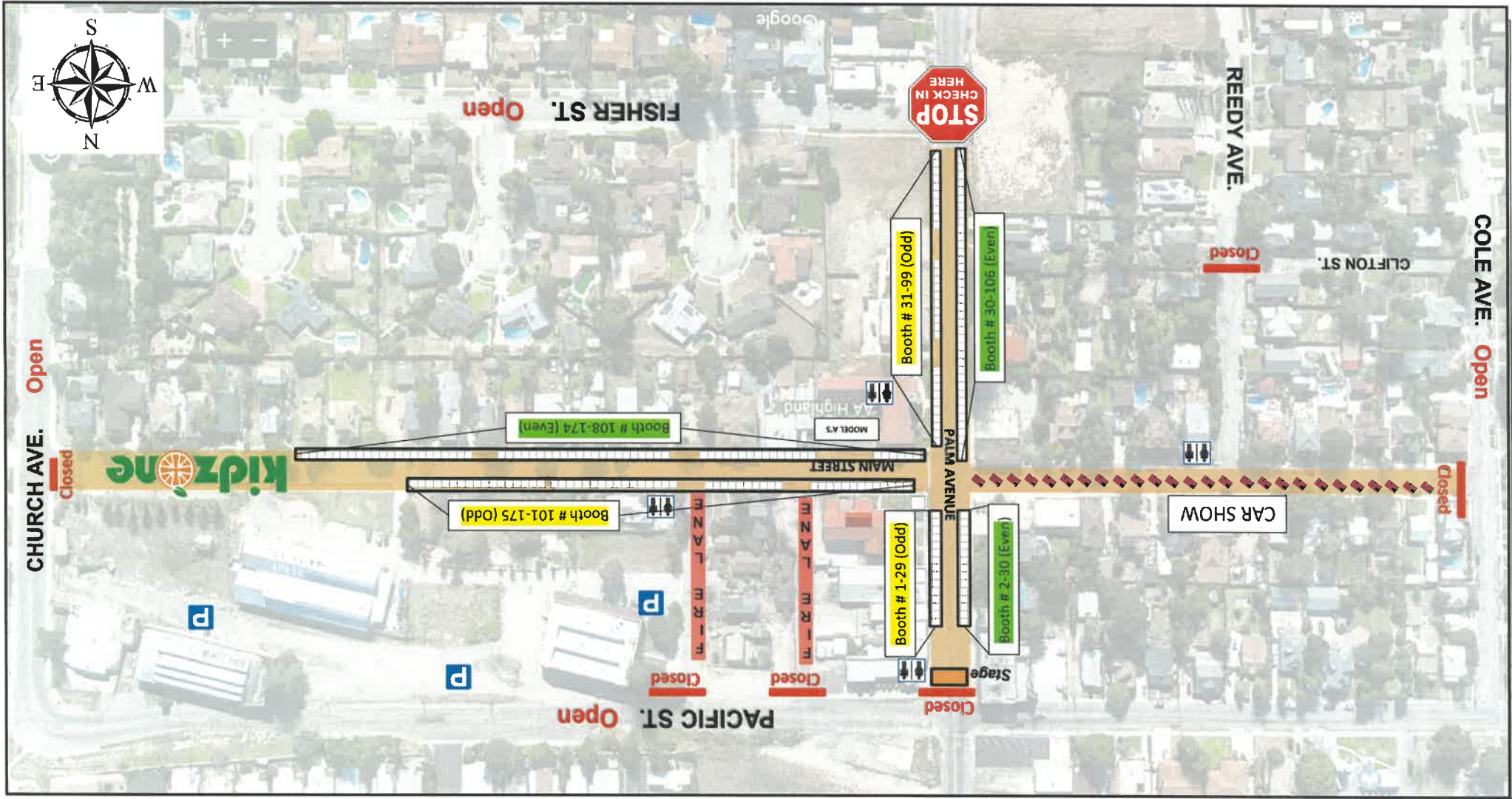
ATTACHMENT 4
CHF Previous Honorees

Citrus Harvest Festival Honorees

- 2004 Kay Beattie
- 2005 Kim Clinton Adams Wilson
- 2006 Jo Meade
- 2007 Rick Hartmann
- 2008 Don & Elizabeth Kiel
- 2009 Bill Calvert
- 2010 George & Pauline Murillo
- 2011 Bud & Margaret Wright
- 2012 Laurie Frymire, Dennis Johnson, & Ross Jones
- 2013 Arnott Family
- 2014 Kim Stater (**Chamber Sponsored Festival**)
- 2015 Charles Kiel (**Chamber Sponsored Festival**)
- 2016 Nancy Alexander
- 2017 Charles Roberts
- 2018 Jodi Scott & Margaret Hill
- 2019 Curtis Allen
- 2022 San Manuel Band of Mission Indians
- 2023 Sam Racadio & Highland Community News (Hector Hernandez)
- 2024 Pamela Bible
- 2025 TBD

ATTACHMENT 5

Citrus Harvest Festival Layout





STAFF REPORT

TO THE HISTORIC AND CULTURAL PRESERVATION BOARD

DATE: December 5, 2024

FROM: Lawrence A. Mainez, Community Development Director

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

PREPARED BY: Angela Tafolla, Associate Planner *AT*

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

LOCATION: Highland Historic District, generally bound by Nona Avenue to the north, Clifton Avenue to the south, Orange Street to the west and Church Avenue to the east.

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

PUBLIC NOTICE: As required by City Council Resolution, notice of the public meeting was posted at three (3) designated posting locations within the City. No further notice is required.

DESCRIPTION OF SITE: The City's Historic District consists of 102 contributing properties and 32 noncontributing properties and is generally bounded by Nona Avenue to the north, Church Avenue to the east, Clifton Avenue to the south and Orange Street to the west. All 134 properties within the Historic District were considered when reviewing Certificate of Appropriateness projects.

PROJECT REVIEW/ANALYSIS:

Attachment 1 includes a table of approved Certificates of Appropriateness which have not yet been completed or partially completed.

Attachments: 1. Certificate of Appropriateness Log

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4</u>
Denied _____	Ayes _____		File No. _____
	Noes _____		
Continue _____	Abstain _____		
	Absent _____		
_____ Recording Secretary		<i>Lawrence Mainez</i> Community Development Director	

Attachment 1

Certificate of Appropriateness Log

Certificate of Appropriateness Applications Not Yet Completed

File Number	Address	Description of Project	Approved	Expires	Status
COA 23-004	6986 Church Avenue	Museum and special event center	8/15/24		<i>Applicant is in CWQMP process for CUP application.</i>
COA 23-005	6956 Palm Avenue	Bank Building re-roof and waterproofing	10/25/23		<i>Approved. Permit issued on 11/01/23. Temp power issued 1/2024. Last inspection Sept. 2024</i>
COA 24-002	27439 Main St.	Re-roof	2/28/24		<i>Approved. Building Permit issued on 2/28/24. Last inspection 3/19/2024</i>
COA 24-003	6818 Palm Ave.	Re-roof	5/02/24		<i>Approved. Permit Issued 4/17/24</i>
COA 24-004	27268 Main St.	Garage reconstruction & Addition	8/15/24		<i>Received 6/03/2024 HCPB Approved on 8/15/2024. Building & Safety 1st Plan check submitted on 10/11/24.</i>
COA 24-005	27276 Main St.	Exterior house paint	8/15/24	8/15/25	<i>Received 7/17/2024 HCPB Approved on 8/15/2024.</i>
COA 24-006	6932 Cole Ave.	Cesar Mendoza – unpermitted addition	10/3/24		<i>Received 7/17/24 HCPB Approved on 10/3/24 No Building & Safety activity.</i>
COA 24-007	27214 Main St.	Adrian Monarrez – rehab of fire damage	5/16/24		<i>Staff approved on 6/5/24 Building & Safety permit issued 9/5/24 Waiting for SCE release.</i>