

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
February 6, 2025

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

Present:	Chair	Patrick Sandford
	Vice Chair	Pamela Bible
	Member	Gail Shelton
	Member	Jeff Staggs
	Member	Hugh Walker

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

Member Staggs led the Pledge of Allegiance.

COMMUNITY INPUT

None.

1. Election of Chair and Vice Chair

The Historic and Cultural Preservation Board elected Patrick Sandford for Chair and Pamela Bible for Vice Chair. Motion carried 5-0.

CONSENT CALENDAR

2. Minutes from January 9, 2025 Regular Meeting.

A MOTION was made by Member Shelton, seconded by Chair Bible to approve as amended. Motion carried, 5-0.

BUSINESS ITEM

3. Certificate of Appropriateness (COA 25-001) for the seismic retrofit on a commercial building in the Historic District. (Owner: Olov Lindberg. Location: 6944 Palm Ave)

Associate Planner Tafolla presented the staff report.

Vice Chair Bible excused herself from the agenda item and left Council Chambers.

Chair Sandford opened the public hearing.

Public Speaker Margaret Telman stated what is the building going to be used for?

Owner Olov Linberg stated I do not know yet. It has to be something that will not have a lot of visitors coming into the property. There are about 30-40 people who want to lease the building, however I have only spoken to a few and unfortunately some do not fit the criteria.

I have to retrofit it before I get a tenant.

Public Speaker Margaret Telman asked is the building going to change inside?

Owner's Representative Dylan stated as of now, there are not any changes to the interior footprint, however it may change a bit further in the process.

Chair Sanford closed the public hearing.

A MOTION was made by Member Shelton, seconded by Member Walker approve the applicant's request, Certificate of Appropriateness (COA 25-001) for a proposed retrofit on a commercial building. Motion carried, 4-1, with Member Bible abstaining.

Vice Chair Bible returned to Council Chambers.

4. Preparation for the 27th Annual Citrus Harvest Festival

Associate Planner Tafolla presented the staff report.

All members commented on two houses, 27206 Nona and 27215 Pacific for who should be awarded best landscaping.

A MOTION was made by Member Shelton, seconded by Member Walker approve 27206 Nona as best landscaping. Motion carried, 4-1, with Member Bible abstaining.

Associate Planner Tafolla gave an update on the house tour, flyers posted on social media, 57 vendor applications submitted, potential sponsors, and the budget.

Historic and Cultural Preservation Board received and filed the agenda item.

ANNOUNCEMENTS

None.

ADJOURN

There being no further business Member Bible declared the meeting adjourned at 5:45 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Patrick Sanford, Chair

