



City of San Juan Bautista

The "City of History"

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AGENDA

HISTORIC RESOURCES BOARD MEETING

CITY HALL COUNCIL CHAMBERS
311 Second Street
San Juan Bautista, California

TUESDAY ~ SEPTEMBER 4, 2018

In compliance with the American with Disabilities Act, if you need special assistance to attend or participate in the meeting, please call the City Clerk's Office at (831) 623-4661, extension 13 at least 48 hours prior to the meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the meeting and City Hall at 311 Second Street, San Juan Bautista, California during normal business hours.

1. Call to Order

**Pledge of Allegiance
Roll Call**

6:00 PM

2. Public Comment

3. Informal Project Review

Any potential and/or future project applicant may present their project to the HRB for Informal Project Review for the purpose of gaining information as preliminary feedback only. No formal application is required and no action will be taken by the HRB on any item at this time.

4. Action Items

- A. Approve Affidavit of Posting**
- B. Approve Minutes for July 10, 2018 Meeting**

5. Discussion Items

A. Discuss and Review the Proposed Amendments to the San Juan Bautista Historic Downtown Guidelines.

Staff met with members of the San Juan Bautista Historic Society and Planning Commission Members. These changes were reviewed with previous staff. The changes will need to be revisited again for a comprehensive review so all current staff and appointed officials are in agreement to the changes.

B. Report from Planner on Current and Upcoming Projects

6. Comments

- A. Historic Resources Board Members**
- B. City Manager**
- C. City Planning**

7. Adjournment

AFFIDAVIT OF POSTING

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK IN THE CITY OF SAN JUAN BAUTISTA, AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED HISTORIC RESOURCES BOARD MEETING AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 29th DAY OF AUGUST 2018, AND I POSTED THEM IN THE FOLLOWING LOCATIONS IN SAID CITY OF SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA.

1. ON THE BULLETIN BOARD AT CITY HALL, 311 SECOND STREET.
2. ON THE BULLETIN BOARD AT THE CITY LIBRARY, 801 SECOND STREET.
3. ON THE BULLETIN BOARD AT THE ENTRANCE TO THE UNITED STATES POST OFFICE, 301 THE ALAMEDA

SIGNED AT SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA, ON THE 29TH DAY OF AUGUST 2018.



Trish Paetz, Deputy City Clerk

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING**

JULY 10, 2018

MINUTES

**(The July 10, 2018 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Chairperson Boyd called the meeting to order at 6:00 p.m.

B. ROLL CALL - Present: Board Members Franco, Boyd, Freels,
Medeiros and Brewer

Staff Present: Associate City Planner Kennedy, Deputy
City Clerk Cent

2. PUBLIC COMMENT

There were no comments received.

3. INFORMAL PROJECT REVIEW

Associate City Planner Kennedy presented a re-roofing project which a building permit had been applied for, for the building at 207 The Alameda.

4. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Board Member Freels and seconded by Board Member Franco to approve the affidavit of posting the agenda. The motion passed unanimously, 5-0.

5. DISCUSSION ITEMS

A. Review and Discuss a Proposed Minor Alteration that includes repainting the building located at 308 Third Street (APN 002-160-007).

Associate City Planner Kennedy presented his report on the application. Joe Rosen spoke on behalf of the applicant regarding the history of the building. There was discussion on the application by the Board.

No public comment was received.

B. Review and Discuss a Proposed Minor Alteration that includes construction of two porches on a house located at 14 Lang Street (APN 002-530-007).

Associate City Planner Kennedy presented his report on the application. There was discussion on the application by members of the Board.

Public comment was received from Cara Vonk in favor of the application. She also complimented the Associate City Planner on his use of the Historic Inventory, Historic

Ordinance and applying Federal Historic code. She spoke in favor of the progress being made by the Historic Resources Board.

6. COMMENTS

A. Historic Resources Board

Board Members commended on the need for a new historic inventory being done of buildings in the City, especially as new information comes to light.

B. City Manager

No comments were received.

C. City Planning

Associate City Planner Kennedy commented on and distributed a hand-out on 70 Muckelemi Street, the George Chalmers House. The structure is continuing to deteriorate and is possibly a danger.

Public comment was received from Cara Vonk regarding the recent history and neglect of the house at 70 Muckelemi Street. She commented that it was “demolition by neglect” and would forward an email to Chairperson Boyd regarding this kind of practice.

7. Adjournment

The meeting was adjourned at 6:38 p.m.

CITY OF SAN JUAN BAUTISTA

HISTORIC RESOURCES BOARD/PLANNING COMMISSION

STAFF MEMO

DATE: September 4, 2018

Item 5A. San Juan Bautista Historic Downtown Streetscape Guidelines/Historic Resources Preservation

DISCUSSION: This item is being presented per discussions staff has had with the San Juan Bautista Historical Society and members of the Historic Resources Board/Planning Commission. This item includes an amendment to the Streetscape Guidelines in the Historic Downtown Area.

BACKGROUND: This amendment was reviewed and approved by the Historic Resources Board at both the April 5, 2016 and May 3, 2016 Board Meetings. After those hearings it appears the item did not proceed any further. The purpose of bringing this item back to the HRB is to restart the process of review and to make any edits where necessary.

ACTION:

No Action necessary. Staff is presenting this item to HRB/Planning Commission to receive feedback and proceed accordingly.

Attachments:

1. Minutes from the May 3, 2016 HRB Meeting
2. Minutes from the April 5, 2016 HRB Meeting
3. Draft Document of the San Juan Bautista Historic Downtown Streetscape Guidelines
4. Process Flow Chart

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING**

MAY 3, 2016

MINUTES

**(The May 3, 2016 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Chairperson Wanda Guibert called the meeting to order at 6:00 p.m.

B. ROLL CALL **Present:** Board Members Guibert, Franco, Medeiros, Gredasoff and Coke

Staff Present: City Manager Grimsley, Asst. City Planner Luquin, Deputy City Clerk Paetz

2. PUBLIC COMMENT

No comments were received.

3. INFORMAL PROJECT REVIEW

A. Re-Roofing of Old Adobe at 101 Third Street.

Property owner Emily Renzel presented options for re-roofing the Old Adobe and received support from the Board.

4. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Board Member Franco and seconded by Board Member Medeiros to approve the affidavit of posting agenda. The motion passed unanimously, 5-0.

B. Consider Historic Downtown Streetscape Guidelines and Recommend Adoption by the Planning Commission

Chairperson Guibert offered changes to the Historic Downtown Streetscape Guidelines that will keep the historic ambience of the downtown.

A motion was made by Board Member Franco and seconded by Board Member Medeiros to recommend approval of an amendment to the Historic Downtown Streetscape Guidelines to the Planning Commission. The motion passed unanimously, 5-0.

C. Consider Recommending Approval of a Planning Commission Resolution Recognizing a Residential Structure for National Preservation Month

A motion was made by Board Member Franco and seconded by Board Member Gredasoff to recommend approval of a resolution recognizing the home at 1111 First Street for National Preservation Month. The motion passed unanimously, 5-0.

D. Consider Recommending Approval of a Planning Commission Resolution Recognizing a Commercial Structure for National Preservation Month to the Planning Commission.

A motion was made by Board Member Franco and seconded by Board Member Coke to recommend approval of a resolution recognizing the Glad Tidings Church at 499 Third Street for National Preservation Month. The motion passed unanimously, 5-0.

E. Reschedule June Meeting: Conflicts with Primary Election

It was the consensus of the Board to reschedule the Regular Historic Resources Board Meeting next month to Wednesday, June 8, 2016 so as to avoid a conflict with the June 7, 2016 Primary Election.

5. Discussion

A. Update on Brewery Building

City Manager Grimsley provided an update. There was no public comment.

B. Orchard Garden

Chairperson Guibert reported that the City Council passed a resolution requesting communication and dialog with the State of California to explore alternative uses of the orchard garden lot on Third Street. There was no public comment.

C. Adopting Historic Color Palette

There was discussion about developing a paint color palette for the Historic District. During public comment Cara Vonk spoke in support. It was decided to bring this item back for further discussion next month.

6. Comments

A. Historic Resources Board

Chairperson Guibert commented that the Silicon Valley Gives event is in progress and donations can be made to support local non-profit organizations.

B. City Planner

No comments were received.

C. Assistant City Planner

No comments were received.

6. Adjournment

The meeting was adjourned at 6:44 p.m.


Ernest J. Franco, Board Member

ATTEST:


Trish Paetz, Deputy City Clerk

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING**

APRIL 5, 2016

MINUTES

**(The April 5, 2016 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Chairperson Wanda Guibert called the meeting to order at 6:00 p.m.

B. ROLL CALL **Present:** Board Members Guibert, Franco, Medeiros, Gredassoff and Coke

Staff Present: City Manager Grimsley, Asst. City Planner Luquin, Deputy City Clerk Paetz

Chairperson Guibert introduced new Board Member Lorraine Coke.

2. PUBLIC COMMENT

No comments were received.

3. INFORMAL PROJECT REVIEW

A. Native Daughters

Georgana Gularte presented a proposal to make repairs and maintenance on the Adobe at 203 Fourth Street. A question and answer period followed.

4. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Board Member Gredassoff and seconded by Board Member Medeiros to approve. The motion passed unanimously, 5-0.

B. Consider Historic Downtown Streetscape Guidelines and Recommend Adoption by the Planning Commission

Chairperson Guibert presented Historic Downtown Streetscape Guidelines. After discussion about where the guidelines would fit into the San Juan Bautista Design Guidelines, it was determined that it should be placed as Item 7.0 and the existing should follow as 8.0 which will move everything else down.

A motion was made by Board Member Franco and seconded by Board Member Gredassoff to approve and recommend approval to the Planning Commission. The motion passed unanimously, 5-0.

C. Consider Public Building and Residential Structure to Recognize During Preservation Month.

Chairperson Guibert nominated the Glad Tidings Church at 499 Third Street. During public comment, Jan Jensen suggested the Lavagnino Barn at Christopher Ranch. It was the consensus of the Board to recognize Glad Tidings Church.

Board Member Medeiros selected fifteen homes in San Juan Bautista for consideration and provided a slideshow of the homes. During public comment, in an email Cara Vonk listed various homes and commercial properties she felt were worthy of recognizing. Georgana Gularte expressed appreciation for continuing this process during Preservation Month. A question and answer period followed. It was the consensus of the Board to nominate the Marentis House at 1111 First Street for recognition.

5. Discussion

A. Update on Brewery Building

Staff provided a report.

6. Comments

A. Historic Resources Board

Chairperson Guibert commented that all projects in the historic district, residential and business should come to the Board.

B. City Planner

No comments were received.

C. Assistant City Planner

No comments were received.

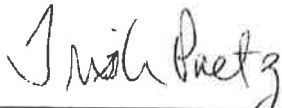
6. Adjournment

The meeting was adjourned at 6:55 p.m.



Wanda Guibert, Chairperson

ATTEST:



Trish Paetz, Deputy City Clerk

1 **San Juan Bautista Historic Downtown Streetscape Guidelines**

2
3
4 ***Introduction***

5
6 The California State Office of Historic Preservation defines
7 **Streetscape** as *"The visual character of a street as determined by*
8 *elements such as structures, access, greenery, open space, view, and*
9 *the like. The scene as may be observed along a public street or public*
10 *alley composed of natural and man-made components including*
11 *buildings, paving, planting, street hardware and miscellaneous*
12 *structures."*

13
14 Streets are the most highly used and visible public open spaces in the
15 city. They both welcome visitors and assist residents with daily
16 activities. Streets define and broadcast the character and ambiance of
17 historic San Juan Bautista City of History to the public, thereby
18 becoming a main and vitally important identifying element of the city
19 itself.

20
21 Our streetscape should be durable, safe, and attractive to celebrate
22 our unique history, to reinforce a sense of place and economic vitality,
23 and to promote visual continuity throughout San Juan Bautista in order
24 to enhance our historic downtown as a destination for visiting,
25 working, playing and living.

26
27 The San Juan Bautista Design Guidelines state, *"A consistent and*
28 *coherent rhythm of structures and open spaces should be promoted*
29 *along the street edge."* It is important to establish uniform elements
30 and implement patterns that reoccur to create an overall
31 aesthetic identity. It is the goal of these recommendations to suggest
32 an historically sensitive and aesthetically pleasing streetscape
33 package.

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45 **Guidelines**

46

47 **ADA Ramps & Curbs**

48

49 Color of ADA warning pads/tactile domes/tactile paving shall be muted
50 to blend with sidewalk color (i.e. gray or black). Curbs should be
51 painted a more muted blue color.

52

53 **Benches**

54

55 Benches should be made of wood or other natural materials and
56 should be located where they do not interfere with pedestrian
57 movement.

58

59 **Bicycle Racks**

60

61 Bicycle racks encourage visitors to arrive by bicycle and stop in the
62 historic downtown, rather than traveling on through. They should be
63 firmly attached to the sidewalk and placed so as to prevent any
64 attached bicycles from blocking pedestrian passage. Style, color and
65 placement must be appropriate for the downtown district.

66

67 **Colors**

68

69 The color palette should be low key and consistent with a two-century-
70 old Mission town. Where possible, natural subdued tones should be
71 used (preferably in a three-tone palette) consistent with the town's
72 historic character.

73

74 **Light Fixtures**

75

76 The intent is to ensure that future lighting within the Historic
77 Downtown District area is consistent and appropriate for the area's
78 historic resources, design character, and safety needs. The design,
79 color, and placement of poles and fixtures (in the public realm as well
80 as lighting on private property that is visible from the public way),
81 lighting levels, and lighting quality must be appropriate for the
82 downtown district.

83

84 **Planters**

85

86 Planters should enhance the historic district, preferably using natural
87 materials. Half barrels continue a long San Juan Bautista tradition for
88 planters, preferably natural gray color with natural iron bands.

89 **Rooflines**

90

91 Television antennae, satellite dishes (or similar items), and mechanical
92 equipment such as air-conditioning units shall be placed in an
93 inconspicuous location where they will not detract from the historic
94 character of the downtown area.

95

96 **Sidewalks**

97

98 Lamp Black or other colorant should be used uniformly in new sidewalk
99 replacements to keep the sidewalk color consistent throughout the
100 District. Scoring should match existing patterns.

101

102 Curb painting should be implemented only where needed for safety
103 reasons and in muted colors.

104

105 **Signage**

106

107 To the extent possible public street signage should be minimized or
108 customized using natural materials.

109

110 **Trash/Recycling Receptacles**

111

112 Trash/recycling receptacles and ash urns potentially occupy one of the
113 most important roles on a streetscape. They provide people with a place
114 to discard their trash and help to keep the streetscape clean and fresh.

115

116 Barrels are used by the State Park and have been used in San Juan
117 Bautista for many years. The barrel should be SJB's official trash
118 receptacle. To the extent possible appropriate secure lids should be
119 added.

120

121 **Historic Resources Board approval**

122

123 The Historic Resources Board must review and approve alterations or
124 additions to the publicly owned components of the Historic District,
125 including curb color and road striping, crosswalks, sidewalks, signage,
126 lighting fixtures, and street furniture such as benches, bike racks,
127 trash receptacles in order to be sure they are consistent with the
128 above guidelines. Staff may replace existing approved components in
129 kind.

130

131 The Board must approve the choice of sidewalk material, including
132 concrete, pavers and curbstones, the design of lighting fixtures, and

133 the material, design and location of benches and trash receptacles
134 should reinforce the historic character of the District. Where possible,
135 methods and materials of public improvements should be guided by
136 historical documentation. The Board retains authority over
137 the *appearance* of other improvements (such as ADA ramps) required
138 by other government agencies.

STAFF LEVEL SITE PLAN AND DESIGN REVIEW

- ❖ Minor alterations to non-historic residences.



HISTORIC RESOURCES BOARD SITE PLAN AND DESIGN REVIEW (Recommends to Planning Commission)

Projects that do not involve an historic resource

- ❖ Commercial, mixed use, planned unit, institutional, and public projects that involve new construction, relocation, or major exterior maintenance of buildings and structures.
- ❖ Residential projects involving the construction of three or more new residences.

Projects that involve or may affect an historic resource

- ❖ Projects that involve an historic resource, a contributing or non-contributing resource within a Historic District, or that are adjacent to a historic resource.
- ❖ Gateway entries to the City of San Juan Bautista.
- ❖ Signs, banners and plaques at any location within the City.
- ❖ Any other project referred to the Historic Resources Board by the Planning Commission, City Council, or City staff that may affect a historic resource in the City of San Juan Bautista.



PLANNING COMMISSION SITE PLAN AND DESIGN REVIEW

- ❖ Projects requiring review and recommendation by the Historic Resources Board.
- ❖ New construction, relocation and major exterior maintenance of all structures for residential, commercial, mixed use, industrial, planned unit, institutional, and public purposes.