



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 5, 2017

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

All matters listed under the Consent Agenda may be enacted by one motion authorizing actions indicated for those items so designated. There will be no separate discussion of these items unless requested by a member of the HRB, a staff member, or a citizen.

A. Approve Affidavit of Posting Agenda

**B. Consider Sign Permit and Site and Design Review Permit for 1 Polk Street –
Applicant: Ramona Hill**

5. Comments

**A. Historic Resources Board Members
B. City Manager
C. Community Development Director**

6. 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 2017, 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 2017.



Trish Paetz, Deputy City Clerk

CITY OF SAN JUAN BAUTISTA

HISTORIC RESOURCES BOARD

STAFF REPORT

DATE: September 5th, 2017

SUBJECT: Sign Permit and Site and Design Review for 1 Polk Street

Applicant: Ramona Hill

Zoning: Mixed Use

Assessor Parcel No.: 002-140-006

Details: At the direction of the Planning Commission, the applicant is requesting sign permit approval for a bulletin board and site and design review of minor paint changes (door, door trim, and window trim) at 1 Polk Street.

Background: In an informal project presentation at the regular Historic Resources Board/Planning Commission meeting on August 1st, 2017, the applicant presented the idea of mounting a bulletin board next to the front door of Credo Studio and possibly changing the paint color of the door, door trim, and window trim. The Historic Resources Board/Planning Commission directed her to submit an application to the City (with the fees for the sign permit and site and design review waived).

Bulletin Board: The proposed bulletin board is approximately 2' x 3' with metallic silver edges, a black interior background, and a glass door (see Attachment 1). The lettering is the traditional white plastic lettering. As seen in Attachment 2, the proposed location of the bulletin board is approximately 4 to 5 inches to the right of the door and approximately 4 feet off of the ground.

According to the San Juan Bautista Municipal Code (SJBMC) §11-10-20(M)(3), one bulletin board can be exempted from permit requirements in Chapter 11-10 "Signs". SJBMC §11-10-20(M)(3) states that:

One (1) bulletin board or special event sign not exceeding twenty (20) square feet in area and not more than ten feet (10') in height on the site of a school, institution or public property, provided the contents of the sign relate to an activity conducted at or sponsored by the school, institution or public agency.

Due to the fact that Credo Studio is dedicated to promoting visual arts, theatre, music, movement, and gardening, as well as hosting city-sponsored educational summer programs for the City, it can easily be classified as “an organization, establishment, foundation, society, or the like, devoted to the promotion of a particular cause or program, especially one of a public, educational, or charitable character” (Dictionary.com definition of ‘institution’). This means that the bulletin board can be exempted from the permit requirements in Chapter 11-10 “Signs”.

Paint Color Changes: The proposed paint color changes involve the door, the door trim, and the window trim. The proposed colors are the same as the ones on her recently approved hanging sign: eggplant, teal, and yellowish-beige (see color swatches in Attachment 3). The colors are muted and have previously been deemed appropriate for the hanging sign for Credo Studios. Two potential color scheme options for the door and trim can be found in Attachment 5 and 6. Similar accent colors and styles can be found in the Historic Downtown area.

The building, however, is listed in the City of San Juan Bautista Register of Historic Resources, and changing the paint color is classified as a “major alteration” under the definition listed in SJBMC §11-06-020. Consideration of this action will require City staff to go through the process described in SJBMC §11-06-120(C)(5), which includes the following procedures:

- a) *A historic resource evaluation and impact report shall be prepared by a qualified architectural historian that includes a discussion of the property’s historic significance, the determination of project impacts and the application of how the project does or does not meet the Secretary of the Interior’s Standards for the Treatment of Historic Properties and the City of San Juan Bautista Design Guidelines. The report will also include a discussion on how the proposed changes may cause a substantial adverse change in the significance of the historic resource in accordance with CEQA Guidelines and a discussion as to how the proposed project may impact the significance of a surrounding historic district, as applicable. The report may also include proposed measures to minimize or mitigate significant impacts, if such impacts exist.*
- b) *The historic resource evaluation and impacts report will be attached to the site plan and design review application for review by the Historic Resources Board. The HRB will review the recommended impacts and treatments and make recommendations to the Planning Commission and applicant on*

ways to conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties and the City of San Juan Bautista's Design Guidelines. The Planning Commission will have discretionary authority over the approval of the application. Appeals on the determination made to the Planning Commission shall be directed to the City Council for approval.

- c) Proposed major alterations that comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties shall be considered a Class 31 categorical exemption under CEQA and no further review is required.*
- d) Proposed major alterations that do not comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties or demolition may be considered to cause a significant impact on the historic resource and will therefore require mitigation. Effort shall be made, in consultation with the City Planner, to avoid or minimize causing impacts to a historic resource. In such a circumstance, where impacts may not be avoided, a focused EIR may be required.*

Action Required: The Historic Resources Board should discuss with the applicant whether or not she is willing to go through this onerous process simply to change the color of the door, door trim, and window trim. If the applicant wishes to proceed, City staff can help guide her through the process.

Attachments:

- Attachment 1 - Proposed Bulletin Board
- Attachment 2 - Proposed Bulletin Board Location
- Attachment 3 - Front Door and Color Swatches
- Attachment 4 - Windows and Color Swatches
- Attachment 5 - Door Rendering # 1
- Attachment 6 - Door Rendering # 2

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