

Ventura County Cultural Heritage Board June 23, 2025, Meeting Agenda

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • www.vcrma.org/divisions/planning

Notice is hereby given that on Monday, June 23, 2025, at **11:15 a.m.** the Ventura County Cultural Heritage Board (CHB) will convene for a tour at Heritage Square Hall, 731 South A Street, Oxnard, CA 93030. The CHB will break for lunch and then convene for a public meeting to be held at **1:30 p.m.** at Heritage Square Hall, 731 South A Street, Oxnard, CA 93030. Members of the public are welcome to attend both the tour and the meeting.

PROVIDING PUBLIC COMMENT

Public comments may be provided using the following options: (1) e-mail public comment in advance of the meeting; and/or (2) in-person public comment.

Option 1 – If you wish to make a comment on a specific item in advance of the meeting, please submit your comment for that item via email by 10:00 a.m. on the day of the hearing to Dillan Murray, staff, via email at Dillan.Murray@Ventura.org. Please indicate the Agenda Item Number on which you are commenting in the Subject Line of your email. Your comment will be provided to the Cultural Heritage Board and placed into the item's record at the Cultural Heritage Board hearing.

Option 2 – If you wish to make a comment in-person, you must be present at the meeting location and provide your comment prior to the close of the public comment period for the item you wish to speak on.

AGENDA

1. **11:15 A.M. TOUR AT HERITAGE SQUARE HALL, 731 SOUTH A STREET, OXNARD, CA 93030**
2. **12:30 P.M. BREAK FOR LUNCH**
3. **1:30 P.M. CONVENE THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD AT HERITAGE SQUARE HALL, 731 SOUTH A STREET, OXNARD, CA 93030**
4. **ROLL CALL AND DETERMINATION OF A QUORUM**
5. **APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES**
 - 5a. Vote to approve the June 23, 2025, Agenda
 - 5b. Vote to approve the May 19, 2025, Meeting Minutes
6. **PUBLIC COMMENTS**

This time is set aside for public comment on items not otherwise on this agenda which are within the purview of the Cultural Heritage Board. Speakers wishing to address the CHB shall be allowed a maximum of three minutes for their comments. The CHB is prohibited from taking action on any item that is not part of the printed and published agenda.

7. CONTINUED ITEMS

None

8. NEW BUSINESS

8a. Action: Nomination and election of Chair and Vice-Chair of the Ventura County Cultural Heritage Board.

8b. Action: Provide feedback on the guest speaker series for fall 2025 – summer 2026.

8c. Action: Receive a report back on the progress of the Ventura County Fair Display Ad Hoc Committee.

9. REPORTS

9a. Board Member Reports

9b. CHB Program Updates from Staff

10. NEXT MEETING

The next regularly scheduled meeting will be held July 14, 2025.

11. ADJOURNMENT

Ventura County Cultural Heritage Board

May 19, 2025, **Draft** Meeting Minutes

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Note: The following is a summary of actions taken by the Cultural Heritage Board (CHB) at their public hearing and not a verbatim transcription.

1. 1:16 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD

2. ROLL CALL AND DETERMINATION OF A QUORUM

CHB Members Present: Miguel Fernandez (Acting Chair), Tyson Cline, Herbert Gooch, and Sylvia Schnopp

CHB Members Absent: Mike Winters, Gary Blum, and Anthony Angelini

Staff Present:

Dillan Murray, Senior Planner, Ventura County Planning Division

Tricia Maier, Planning Programs Manager, Ventura County Planning Division

3. APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES

3a. Vote to approve the May 19, 2025, Agenda

Board Member Cline made a motion to approve the May 19, 2025, Agenda. Board Member Gooch seconded the motion. Motion passed 4-0.

3b. Vote to approve the May 12, 2025, Meeting Minutes

Board Member Schnopp made a motion to approve the May 12, 2025, Meeting Minutes. Board Member Gooch seconded the motion. Motion passed 3-0 (Board Member Cline abstained).

4. PUBLIC COMMENTS

None

5. CONTINUED ITEMS

None

6. NEW BUSINESS

6a. **Location:** 444 South G Street, Oxnard, CA 93030 (Henry T. Oxnard Historic District and Landmark Area #161) (Supervisory District 5 – Lopez)

Action: A request for a Certificate of Appropriateness from the Cultural Heritage Board (CHB) (Ventura County Cultural Heritage Ordinance Section 1371) for the construction of an addition and mix of improvements to an existing one-story, single-family residence located at 444 South G Street, Oxnard, CA 93030 (Henry T. Oxnard Historic District and Landmark Area #161). The scope of work includes the removal of an existing approximately 61-square-foot laundry room and addition of a new, 266-square-foot study in the existing court space, and partial remodel of the existing living area. Exterior improvements include upgrading and repairing finishes in-kind, replacing non-original windows and glass doors, and installing a new deck connecting the rear bedroom to the study. (Case No. CH25-0021).

Presentation: Dillan Murray, staff, presented a PowerPoint presentation outlining the project location, background, staff analysis, and recommendations. Staff recommended the CHB take the following actions on this item:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto; and
2. **FIND** that the proposed project, with any project modifications determined necessary, meets the requirements of the *Secretary of the Interior's Standards*;
3. **FIND** that the proposed project will not reduce the integrity of the site, in accordance with Ventura County Cultural Heritage Ordinance Section 1371-4(b); and
4. Based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (Ordinance Section 1371) with any project modifications determined necessary to conform to the *Secretary of the Interior's Standards* and Ordinance Section 1371-4(b).

Disclosures: None

Discussion and Deliberation:

David Ferrin, Jianing Yin, and Carol Koch of Arketype Architects were present to answer questions.

Board Member Gooch inquired as to the proposed extent of exterior stucco work.

David Ferrin, architect, stated that the intent of the project is to accomplish limited stucco repair where necessary on publicly visible elevations.

Board Member Cline made a motion to approve the Certificate of Appropriateness with inclusion of the following recommendation related to the scope of work in order to better conform to the *Secretary's Standards*:

- **Recommendation #1: Stucco.** It is recommended that the stucco on the main residence be retained and repaired to the greatest extent feasible as opposed to being replaced.

Board Member Gooch seconded the motion. Motion passed 4-0.

Chair Fernandez thanked the applicant team for a sensitively designed project.

7. **REPORTS**

7a. Board Member Reports

Board Member Gooch reported that the development project surrounding the historic Timber School in Newbury Park is continuing to make progress. Next, Board Member Gooch commended Chair Fernandez and staff on the quality Historic Preservation Month display installed in the Hall of Administration lobby.

Board Member Schnopp reported that she is working to come up with potential candidates for the guest lecture series.

Chair Fernandez reported that he is also researching different historical context themes of interest in the county along with potential guest speakers familiar with them, such as airport or harbor development.

7b. CHB Program Updates from Staff

Dillan Murray, staff, reported that the next expected hearing will be June 9th, if there are items to be reviewed.

Next, in the near future, the CHB will hold elections for Chair and Vice Chair. As a reminder, terms are for one calendar year, and no Board Member may

serve more than two (2) consecutive terms as Chair and Vice-Chair. Current officers were elected May 13, 2024.

Finally, Mr. Murray reported that the Resource Management Agency's Public Information Officer has been busy for the month of May promoting CHB events. This has included Historic Preservation Month, the speaker series, the preservation awards, and the Plein Air Ventura County pop-up event on Mother's Day. Social media posts get cross-posted to the main County of Ventura social media pages. Consider following the RMA pages on social media, including Facebook, Instagram, and NextDoor. More promotion will continue throughout the year.

Tricia Maier, staff, reported on the recent successful Preservation Awards ceremony on May 12th. Ms. Maier recommended that any potential guest speakers that Board Members identify have dynamic public speaking experience in addition to historical knowledge.

Next, Ms. Maier reported that the Cultural Heritage Program will have a summer intern starting in June. The intern, a UC Berkeley student, will assist with various research and documentation tasks, along with the Fair exhibit.

8. NEXT MEETING

The next scheduled hearing will be held on June 9, 2025, if there are items to be reviewed.

9. ADJOURNMENT

At 1:39 p.m., the Cultural Heritage Board was adjourned.

Mike Winters, Chair
Cultural Heritage Board

ATTEST:

Dillan Murray
Cultural Heritage Program Planner

Date