



Ventura County Cultural Heritage Board January 26, 2026, Meeting Agenda

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • rma.venturacounty.gov/divisions/planning/

Notice is hereby given that on Monday, January 26, 2026, at **1:15 p.m.** the Ventura County Cultural Heritage Board (CHB) will convene for a public meeting to be held at the Ventura County Government Center, Hall of Administration, 800 S. Victoria Avenue, Ventura, CA 93009, Multipurpose Conference Room. Members of the public are welcome to attend.

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@venturacounty.gov. 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. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**
2. **ROLL CALL AND DETERMINATION OF A QUORUM**
3. **APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES**
 - 3a. Vote to approve the January 26, 2026, Agenda
 - 3a. Vote to approve the December 8, 2025, Meeting Minutes
4. **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.

5. **CONTINUED ITEMS**

None

6. **NEW BUSINESS**

ADJOURN AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENE AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD

- 6a. **Location:** Bank of A. Levy Building, 143 W 5th Street, Oxnard, CA 93030 (Ventura County Landmark #56) (Supervisory District #5—Lopez)

Action: A request for a Certificate of Appropriateness for the installation of a non-illuminated dimensional letter sign totaling 49 square feet at a business located at 143 W 5th Street, Oxnard, CA 93030 (Bank of A. Levy, Ventura County Landmark #56). The proposed sign would consist of ¼-inch-thick letters that are acrylic painted dark bronze and stud-mounted flush with a silicone glazing sealant. Letters would be drilled into the building's concrete tile wall (Case No. CH25-0063).

ADJOURN AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD

RECONVENE AS VENTURA COUNTY CULTURAL HERITAGE BOARD

- 6b. **Action:** Receive a presentation and provide feedback to staff on the draft Ventura County Cultural Heritage Program goals and priorities for 2025-2026 to be included in the Certified Local Government Annual Report that will be prepared in spring 2026 for submittal to the California Office of Historic Preservation.
- 6c. **Action:** Discuss and determine whether to form an ad hoc committee to coordinate Historic Preservation Awards for 2026. Awards would be presented during Historic Preservation Month in May 2026.

7. **REPORTS**

- 7a. Board Member Reports
- 7b. CHB Program Updates from Staff

8. **NEXT MEETING**

The next regularly scheduled meeting will be held February 9, 2026, if there are items to be reviewed.

9. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Dillan Murray, staff, at (805) 654-5042 or via email at Dillan.Murray@venturacounty.gov. Reasonable advance notification of the need for accommodation prior to the meeting (72 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

Ventura County Cultural Heritage Board December 8, 2025, **Draft** Meeting Minutes

County of Ventura • Resource Management Agency

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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. CONVENED THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

2. **ROLL CALL AND DETERMINATION OF A QUORUM**

CHB Members Present: Mike Winters (Chair), Tyson Cline, Sylvia Schnopp, Herbert Gooch, Gary Blum, Miguel Fernandez, and Anthony Angelini

CHB Members Absent: None

Staff Present:

Daniel Houck, Associate Planner, City of Oxnard Planning Division (arrived late)
Dillan Murray, Senior Planner, Ventura County Planning Division
Tricia Maier, Planning Programs Manager, Ventura County Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the December 8, 2025, Agenda

Board Member Fernandez made a motion to approve the December 8, 2025, Agenda. Board Member Schnopp seconded the motion. Motion passed 7-0.

4. **GUEST PRESENTATION**

Action: Receive a presentation from veteran journalist Andy Ludlum, now a Research Library docent at the Museum of Ventura County, on the rich history of automobiles in Ventura County and the evolution of the freeway grades that helped shape the region's transportation network. The presentation is the next part in the Cultural Heritage Board guest speaker series, *Ventura County Chronicles: Fire, Freight & Freeways*.

Presentation: Chair Winters and Vice-Chair Fernandez introduced Mr. Ludlum and noted that the session is the next part in the Cultural Heritage Board's speaker series titled *Ventura County Chronicles: Fire, Freight & Freeways*. The intent of the series is to bring to life the important events, influential people, and key infrastructure developments that have shaped Ventura County's history. Mr. Ludlum presented an overview of the history of automobiles in Ventura County and

the evolution of the freeway grades that helped shape the region's transportation network.

Discussion and Deliberation:

Following Mr. Ludlum's presentation, a Question-and-Answer session was held with members of the audience.

At 2:16 p.m., the CHB took a recess.

Board Member Angelini left the meeting at this time.

2:30 P.M. RECONVENED THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD

5. NEW BUSINESS

ADJOURNED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENED AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD

5a. Location: Santa Clara Elementary School, 324 S E Street, Oxnard, CA 93030 (Supervisory District #5—Lopez)

Action: A request for a Certificate of Review for the replacement of all wood windows with aluminum-clad windows at the Santa Clara Elementary School, located at 324 S E Street, Oxnard, CA 93030. The scope of work also includes restriping of the existing teacher parking lot, the installation of a new ADA compliant ramp at the existing teacher parking lot, and the re-painting of the exterior of the existing building. (Case No. CH25-0051).

Disclosures: None

Presentation: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, historical significance, proposed project, staff conclusions, 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. **REVIEW** and **COMMENT** on the proposed project in accordance with Ordinance §1372 based on the preceding evidence and analysis.

Discussion and Deliberation:

In attendance were Chuck Kluger and Giovanni F. Salas, the property owner's architects, Mark Pettit, project advisor, Jennifer Lozano, principal at Santa Clara Elementary School, and Father John Love, pastor at Santa Clara Catholic Church.

Mark Pettit, project advisor, commented that he has been involved with the property since the 1980s, and asserted that the windows removed were unoriginal metal windows. Mr. Pettit noted that the school is exploring the installation of a commemorative photo montage in the lobby, and that the new windows are better suited for students in terms of safety and security. Mr. Pettit stated that the project team was unaware the site was considered a historic property until late in the city's permit review process, after new windows had already been installed.

Board Member Cline inquired whether the windows were a character-defining feature? Dillan Murray, staff, responded in the affirmative.

Board Member Schnopp inquired as to the permitting process timeline for this case? Daniel Houck, Oxnard staff, provided an explanation of the timeline and the associated violation case. He explained that City of Oxnard staff approved the permit for the metal windows that were installed because they didn't realize the site was potentially historic. However, just before the window permit was issued and the final fees were paid, his team realized their error. However, the applicant was on a tight timeline to install the windows before students returned to the classroom after summer break and began installation before the permit was issued. The City of Oxnard issued a stop work order after most of the windows had already been replaced and a violation was issued by the City.

Vice-Chair Fernandez stated that the plans include the original building blueprint and window details, noting that the windows removed did match the originals in terms of pattern of divided lites.

Board Member Schnopp noted that she was a student at the school in the 1960s and remembers the original wood windows.

Board Member Blum noted that the CHB has previously reviewed projects at the school, so it has been known as a potential historic property for quite some time.

Father John Love, pastor at Santa Clara Catholic Church, commented on his involvement with the project and intent to upgrade building systems to improve student safety and energy efficiency. Father Love noted his view that the proposed windows balance the history of the building and the practical needs of the school.

Vice-Chair Fernandez noted his view that the new windows result in a loss of historic integrity at the school as they lack the same pattern of divided lites as the originals. Vice-Chair Fernandez stated that greater opportunity to help shape the chosen window product could have occurred if the cultural heritage process was followed by the City of Oxnard from the beginning and the correct information had been provided to the applicant team.

Chuck Kluger and Giovanni F. Salas, the property owner's architects, commented on their design approach to the project. They confirmed that their team checked in with City of Oxnard staff early to understand whether the buildings involved fell under the City's Cultural Heritage protections. Based on the information received from City staff that they did not, the school administration proceeded with ordering windows.

Board Member Blum stated his view that the original windows were an important aspect of the building's aesthetics.

Board Member Cline questioned the value of adding faux divided lites to the new windows.

Vice-Chair Fernandez noted his opinion that maintaining the pattern of divided lites would be worthwhile to help maintain the historical look of the windows and reduce the loss of integrity that occurred.

Board Member Gooch inquired whether the information provided by the applicant's project advisor that the windows removed were unoriginal metal windows changed staff's recommendation? Dillan Murray, staff, noted that it still appears, based on the evidence and color photos in the submittal package from the applicant, that the windows removed were wood. The original blueprints and window details include the same pattern of divided

lites as the windows removed, thus the staff recommendation would remain the same.

Vice-Chair Fernandez inquired whether there are any issues with the original windows still remaining? Mark Pettit, project advisor, commented that the windows are deteriorated and in need of replacement to address safety and security concerns.

Board Member Cline made a motion to approve the Certificate of Review for the scope of work as proposed by the applicant, with the recommendation that the remaining 15 original windows proposed for replacement at the school be replaced with the same window product already installed on the rest of the building. Board Member Schnopp seconded the motion. Motion passed 4-2 (Board Members Fernandez and Blum voted no).

ADJOURNED AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD

RECONVENED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

- 5b. Action:** Receive a presentation from Mr. Craig Walker on the Ojai Valley Trail interpretive signage project and discuss potential ways Cultural Heritage Board members may want to participate.

Presentation: Craig Walker and Rick Basaccia of the City of Ojai Historic Preservation Commission presented a PowerPoint presentation outlining their interpretive signage project and identified potential ways Cultural Heritage Board members could participate. Mr. Walker noted that the project serves his commission's purpose of helping to educate the public on the history of the area.

Discussion and Deliberation:

Board Member Schnopp suggested that interpretive displays contain a QR code with a link to more information online. Craig Walker noted that the team is open to this idea and is exploring the creation of a website with more historical information.

Board Member Cline inquired whether the City of Ventura was contacted? Craig Walker noted that this outreach will be conducted since the trail

right-of-way from Foster Park to Ventura is generally 90% accurate to the historical railway's route and traverses a substantial portion of Ventura.

Board Member Schnopp suggested reaching out to the Ventura Land Trust since the organization manages a substantial portion of land near the trail.

Board Members thanked Mr. Walker and Mr. Basaccia for their presentation.

6. CONTINUED ITEMS

None

7. APPROVAL OF PREVIOUS MEETING MINUTES

7a. Vote to approve the November 24, 2025, Meeting Minutes

Board Member Fernandez made a motion to approve the November 24, 2025, Meeting Minutes. Board Member Gooch seconded the motion. Motion passed 5-0 (Board Member Schnopp abstained).

8. PUBLIC COMMENTS

None

9. REPORTS

9a. Board Member Reports

Board Member Blum reported that he fielded a question from a property owner in the Henry T Oxnard Historic District regarding a re-roof. Dillan Murray, staff, noted that the property owner had inquired as to the approval process, but that City of Oxnard staff have not forwarded a scope of work for review.

Other Board Members did not have anything to report.

9b. CHB Program Updates from Staff

Dillan Murray, staff, reported that the next expected hearing will be December 22nd, if there are items to be reviewed.

Next, Mr. Murray reported that staff will be reaching out to Board Members to schedule Behind-the-Scenes Tours of the Museum of Ventura County in early 2026. Due to Brown Act requirements, each tour must have no more than three members. Tours take about one hour and include stairs to get up to the Library and down to the Collections in the basement (elevator access is available if needed).

Finally, Mr. Murray reported that since the Certified Local Government (CLG) reporting year came to a close at the end of September, staff will be revisiting the CHB's priorities for the next reporting year in January. This will be an opportunity for the CHB to weigh in and help shape the Cultural Heritage Program and where efforts are focused going forward. These priorities are then included in the CLG Annual Report submitted to the State Historic Preservation Office each spring.

10. NEXT MEETING

The next scheduled hearing will be held on December 22, 2025, if there are items to be reviewed.

11. ADJOURNMENT

At 4:15 p.m., the Cultural Heritage Board was adjourned.

ATTEST:

Dillan Murray, Secretary

Date