

Staff Report and Recommendations Agenda of August 10, 2026, Item 9a

County of Ventura • Resource Management Agency

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I. APPLICANT/PROPERTY OWNER:

Applicant/Property Owner: Jennifer Ashley Diffley and Clayton Emery Robertson
160 South G Street
Oxnard, CA 93030

II. REQUEST:

Provide a recommendation regarding adoption of a Mills Act contract for a property located at 160 South G Street, Oxnard, CA 93030. (Case No. CH26-0038).

III. LOCATION AND PROPERTY INFORMATION:

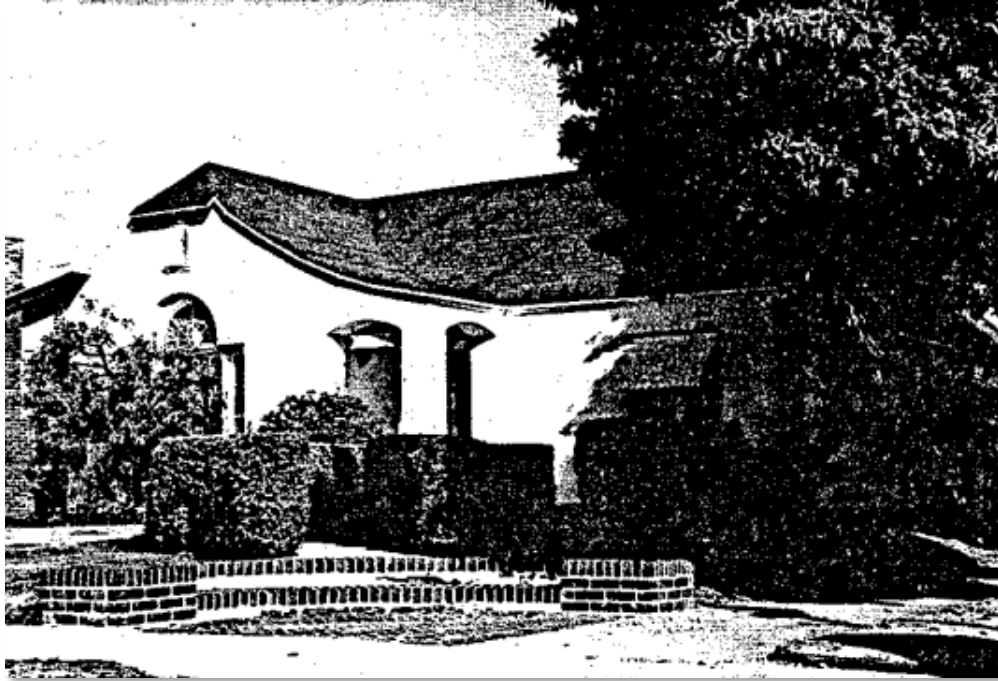
160 South G Street, Oxnard, CA 93030
Assessor's Parcel Number (APN): 202-0-030-200
Historic Designation: Contributor to the Henry T Oxnard Historic District
Common/Historic Name: William C. Craddock House

The subject property is a 7,000 square foot parcel containing the William C. Craddock House, a one-story French Eclectic and French Provincial Revival residence constructed around 1924 for local real estate salesman William C. Craddock. The house features a steeply pitched roof, smooth stucco cladding, and an asymmetrical façade that reflects the influence of French provincial residential architecture popular in Southern California during the 1920s and 1930s. Character defining features include the large arched Palladian window, the curved parapet at the front gable, the original fenestration and stucco finish, the intact roofline, and the detached garage.

IV. PROJECT SCOPE:

On June 4, 2026, City of Oxnard staff forwarded to CHB staff a request for a recommendation regarding adoption of a Mills Act contract for a property located at 160 South G Street, Oxnard, CA 93030. The property owner requested to enter into a Mills Act contract (Exhibit 1) with the City of Oxnard for the potential benefit of property tax savings in exchange for continued preservation of the subject property. On June 16, 2026, CHB staff visited the subject property and provided recommendations regarding revisions to the contract's Ten-Year Rehabilitation Plan, which were incorporated. The subject property is a designated Contributor to the Henry T Oxnard Historic District, which is a required prerequisite in order for the property owner to be eligible to enter into a Mills Act contract. In accordance with Section 1365-1 et seq. of Ventura County Ordinance No. 4604 and Resolution 10,135 of the City of Oxnard, the Oxnard City Council is the final authority for adoption of a Mills Act contract. Refer to Figure 1 for a historical view of the property and Figure 2 for a contemporary view.

Figure 1 – Historical View of Subject Property, 1981



Credit: San Buenaventura Research Associates

Figure 2 – Contemporary View of Subject Property, 2026



V. PROPERTY DESCRIPTION:

The subject property was evaluated in the *Phase I Oxnard – Santa Paula Historic Resources Survey* prepared by San Buenaventura Research Associates in July 1981.¹ The historic survey describes the residence as a well-designed Provincial style stucco house with a modified Palladian window, built around 1924 for William C. Craddock, real estate salesman. Within the 100 Block North to 400 Block South on G Street, the Craddock residence is identified as one of the most outstanding examples of architectural design on the corridor. Exhibit 2 contains a Photo Exhibit for the subject property, providing current visual documentation of the Craddock House and its architectural features.

According to the historic survey, within the Henry T. Oxnard Historic District, G Street features “wide tree-lined streets, raised lawns and low walls, and alleys with rear parking. Lots are mostly 50 feet by 140 feet and some have additional dwellings in the rear. Houses maintain even setbacks and are well landscaped with many mature trees including palms, pines, cedars and other varieties.”² The majority of houses maintain their original style with relatively few alterations.

VI. SIGNIFICANCE:

The subject property is significant for its association with the early twentieth century residential development of Oxnard and as an intact example of the French Eclectic and French Provincial Revival architectural style that was popular in Southern California during the 1920s and 1930s. The style is characterized by steeply pitched roofs, smooth stucco cladding, asymmetrical façades, and European Revival detailing. Character defining features observed at the property include the large arched Palladian window with French doors and fanlight, the gently curved parapet at the front gable, the original multi light windows, the stucco exterior, and the detached garage that retains its historic materials and detailing.

The Craddock House retains sufficient integrity to convey its architectural significance and its representation of French inspired residential design in Oxnard during the interwar period. Although minor alterations have occurred over time, the property retains integrity of location, design, materials, workmanship, feeling, and association. An appropriate period of significance for the property extends from its construction in 1924 through the early decades of its occupancy when French Provincial Revival architecture was particularly influential in the region.

VII. MILLS ACT PROGRAM REQUIREMENTS:

¹ San Buenaventura Research Associates. (1981, July). *Phase I Oxnard – Santa Paula Historic Resources Survey*.

² Ibid.

The requested Mills Act contract is a formal agreement between the City of Oxnard and the property owner for a minimum term of ten years. The contract automatically renews each year on its anniversary date and another year is added to the effective term of the contract. The contract runs in perpetuity with the land unless non-renewed or canceled. The contract is transferred to new owners when the property is sold and is binding on all successive owners.

Minimum Preservation Standards

The property owner agrees to restore, repair, maintain, and protect the property for the life of the contract in accordance with the specific historic preservation standards and conditions identified in the proper maintenance of the property (Exhibit 1, Contract Exhibit C). The proposed ten-year rehabilitation list (Exhibit 1, Contract Exhibit D) for the subject property describes the property owner's intent to restore, rehabilitate, and maintain the interior and exterior character-defining elements of the property (Exhibit 1, Contract Exhibit B) in accordance with the *Secretary of Interior's Standards for the Treatment of Historic Properties*.

Inspections and Monitoring Requirements

On behalf of the City of Oxnard, County staff inspects Mills Act properties every five years to ensure proper maintenance and rehabilitation work is completed pursuant to the terms of the contract. The initial ten-year term is the period of time in which the rehabilitation projects should be completed. In addition, property owners are required to complete an annual self-certification in order to update County staff on their progress of rehabilitating and maintaining the property.

The authority of the Cultural Heritage Board (CHB) as it relates to Mills Act contracts is set forth in Ventura County Cultural Heritage Ordinance, adopted by reference by the City of Oxnard. Specifically, Ordinance Section 1365-8 allows the CHB to make recommendations regarding applications for and administration of historical property contracts (i.e. Mills Act contracts) for properties located in the City of Oxnard to the Oxnard City Council. The Oxnard City Council is the final decision-making body for the adoption of the contract. The CHB may recommend modifications to the Mills Act contract to incorporate different or additional preservation or rehabilitation projects in the Ten-Year Rehabilitation Plan as deemed necessary, or may vote to recommend denial of the Mills Act contract if the CHB finds that the property is not eligible. The CHB does not have the authority to revise the Mills Act contract language and incorporate new conditions, though it would be feasible to include such recommendations in their resolution to the Oxnard City Council, should the majority of CHB members agree.

It's worth noting that all future alterations to the structure, including to interior character-defining features, will require issuance of a Certificate of Appropriateness from the CHB or CHB staff.

VIII. STAFF CONCLUSION:

Based on the information provided in this staff report, staff recommends approval of the Mills Act contract for the Craddock House. The property meets the eligibility requirements of the Mills Act program, and approval of the contract will support the continued preservation of the property through long-term maintenance and rehabilitation consistent with the *Secretary of Interior's Standards for the Treatment of Historic Properties*.

IX. PUBLIC COMMENTS:

No public comment regarding this item has been received to date.

X. RECOMMENDED ACTIONS:

Staff recommends the CHB take the following actions regarding the request:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto;
2. **CERTIFY** that the CHB has reviewed and considered this staff report and all exhibits hereto, and has considered all comments received during the public comment process;
3. **APPROVE** findings one through four as follows:
 1. Jennifer Ashley Diffley and Clayton Emery Robertson possess and own real property located at 160 South G Street, Oxnard, CA 93030;
 2. The property is a qualified historical property that is privately owned, not exempt from property taxation, and is a designated Contributor to the Henry T Oxnard Historic District;
 3. The owner desires to carry out the relevant purposes of the California Government Code for the entire site, the buildings' interior and exterior, and all structures thereon; and
 4. The owner desires to limit the use of the historical property to retain its characteristics as a property of historical significance; and

4. **ADOPT** a Resolution (Exhibit 3) recommending that the Oxnard City Council approve a Mills Act historical property contract for the subject property.

Prepared by:



Dillan Murray, Senior Planner
Ventura County Planning Division
(805) 654-5042

Reviewed by:



Kristina Boero, Manager
Planning Programs Section
(805) 654-2467

Exhibits:

Exhibit 1 – Mills Act Contract

Contract Exhibit A – Legal Description

Contract Exhibit B – List of Significant Character Defining and Historic Features

Contract Exhibit C – Mills Act Minimum Standards for Maintenance, Use, and
Preservation

Contract Exhibit D – Mills Act Ten-Year Rehabilitation Plan

Exhibit 2 – Photo Exhibit

Exhibit 3 – CHB Resolution No. 2026-9 to the Oxnard City Council