AGENDA

VALLEJO ARCHITECTURAL HERITAGE AND LANDMARKS COMMISSION
REGULAR MEETING – 6:30 P.M.
CITY COUNCIL CHAMBERS
May 16, 2024

www.cityofvallejo.net

Angela McDonald, Chair
Annalissa Quismorio
Ann Adams
Brendan Riley
Jared Chacon
Joshua Sosa
Tanya Hall

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom. City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.

IMPORTANT NOTICE

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Architectural Heritage and Landmarks Commission without prior notice for an item not listed on the AGENDA, no specific answers or responses should be expected at this meeting per State law.

Pursuant to Government Code Section 54954.3 of the Brown Act, members of the public shall be afforded the opportunity to speak on any agenda item of interest to them after being recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Secretary of the Architectural Heritage and Landmarks Commission prior to the consideration of the item or raise their hand via ZOOM:(https://ZoomRegular.Cityofvallejo.net) or by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit www.cityofvallejo.net/publiccomment. In person speakers will be recognized first.

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Architectural Heritage and Landmarks Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Architectural Heritage and Landmarks Commission will be available on the City of Vallejo website at www.cityofvallejo.net subject to staff's ability to post the documents prior to the meeting.

Disclosure Requirements: Government Code Section 84308 (d) sets forth disclosure requirements which apply to persons who actively support or oppose projects in which they have a "financial interest", as that term is defined by the Political Reform Act of 1974. If you fall within that category, and if you (or your agent) have made a contribution of $250 or more to any commissioner within the last twelve months to be used in a federal, state or local election, you must disclose the fact of that contribution in a statement to the Commission.

Appeal Rights: The applicant or any party adversely affected by the decision of the Architectural Heritage and Landmarks Commission may, within ten days after the rendition of the decision of the Architectural Heritage and Landmarks Commission, by filing a written appeal with the Director of Planning and Development Services. Such written appeal shall state the reason or reasons for the appeal and why the applicant believes he or she is adversely affected by the decision of the Architectural Heritage and Landmarks Commission. Such appeal shall not be timely filed unless it is actually received by Director of Planning and Development Services or designee no later than the close of business on the tenth calendar day after the rendition of the decision of the Architectural Heritage and Landmarks Commission. If such date falls on a weekend or City holiday, then the deadline shall be extended until the next regular business day.

	The Council Chambers in City Hall is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

If you have any questions regarding any of the following agenda items, please call the assigned planner or project manager at (707) 648-4326.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. VOTE AND SELECT VICE CHAIR

5. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

Upon motion of any Commissioner, all items placed upon the consent calendar may be acted upon collectively, and each shall be deemed to have received the action recommended by the Secretary or City Attorney; except that if any Commissioner objects to the placement of an item on the consent calendar, or if any member of the public wishes to address the Commission on any such item, the item shall be removed from the consent calendar and shall be heard and acted upon in its proper place on the agenda as designated by the Presiding Officer.

After making changes in the agenda, if any, as permitted under these rules of order and procedure, the Commission shall approve the agenda which shall constitute the agenda of business to be considered at the meeting. The motion offered to approve the agenda shall include the adoption of the consent calendar.

A. **APPROVAL OF THE AGENDA**

B. **APPROVAL OF THE MINUTES**

i. October 19, 2023 – Regular Meeting
ii. February 15, 2024 – Regular Meeting

6. REPORT OF THE CITY COUNCIL LIAISON

The City Council Liaison may, from time to time, wish to make announcements and report on items of activity that may be of interest to the Commission and the general public.

7. COMMUNITY FORUM

*Any interested members of the public desiring to communicate with the Architectural Heritage and Landmarks Commission for which another opportunity to speak is not provided on the agenda and which is in the jurisdiction of the Architectural Heritage and Landmarks Commission to resolve may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM:(https://ZoomRegular.Cityofvallejo.net), or by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.*

8. PUBLC HEARING

A. **PROJECT NUMBER:** Certificate of Appropriateness (COA) #23-0008

PREPARED BY: Cesar Orozco, Planning Manager

SITE ADDRESS:	721 York Street, Vallejo CA 94590 / APN:0056-233-030
PROJECT SUMMARY:	The project involves the removal of a 291 square-foot ground floor wooden deck, a 184-square-foot first-floor wooden deck, and a flight of stairs that connect the two decks (see figure 3).The wooden decks will be replaced with a new 291-square-foot ground floor and a 141-square-foot first-floor deck. The decks will be surrounded by a 42-inch-tall handrail and a new staircase will be constructed between the first floor and the ground floor adjacent to the home. New concrete footings will be installed to support the posts for both the ground-floor and first-floor decks.
ENVIRONMENTAL DETERMINATION:	The project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15331 of the CEQA Guidelines (Class 31, "Historical Resource Restoration/Rehabilitation") as the proposed Mills Act contract requires preservation of an historical resource consistent with the Secretary of the Interior's Standards; Section 15301 (Class 1, "Existing Facilities"); and Section 15303 (Class 3, "New Construction or Conversion of Small Structures").
RECOMMENDATION:	Staff recommend that the Architectural Heritage and Landmarks Commission continue the public hearing to July 18, 2024

9. WRITTEN COMMUNICATIONS

Written communications from the public will be received and filed. Written communications regarding items on the agenda will be noted at the time the item is considered.

10. REGULAR REPORTS

A. **SECRETARY'S REPORT**

The Secretary may, from time to time, report on items that may be of interest to the Commission and the general public.

1. 1 Kentucky Street
2. Mare Island Flagpole

B. **CITY ATTORNEY'S REPORT**

The City Attorney may, from time to time, report on items that may be of interest to the Commission and general public.

C. **REPORT OF THE CHAIRPERSON AND MEMBERS OF THE COMMISSION**

The Chairperson and any Commissioner may, from time to time, wish to make certain announcements, request information from staff, and to report on items of activity that may be of interest to the Commission and the general public.

D. **REPORT OF THE ADHOC SUBCOMMITTEES**

1. **Records/Resources ADHOC Subcommittee**
2. **Goal Setting ADHOC Subcommittee**
3. Review of Vallejo Municipal Code Chapter 16.614 – Architectural Heritage and Historic Preservation

11. OTHER AGENDA ITEMS

A. Potential Formation of Additional Subcommittees

1. Possible AHLC workplan/budget request
2. Discuss Secretary of the Interior's Standards
3. Discuss and make recommendations for ministerial process for non-contributing homes.

B. Future Agenda Items.

1. Future Presentations

12. ADJOURNMENT

I, Jasmine Thibeaux, Executive Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Architectural Heritage and Landmarks Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Friday, May 10, 2024

Jasmine Thibeaux

Dated: May 10, 2024 Executive Secretary

MINUTES

VALLEJO ARCHITECTURAL HERITAGE AND LANDMARKS COMMISSION REGULAR MEETING – 6:30 P.M.

October 19, 2023

DRAFT

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Harkins at 6:36 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Vice Chair Harkins, Commissioners Quismorio, Hall, Riley and Adams

Absent: Chair McDonald (excused)

Staff present: Margaret Kavanaugh-Lynch, Planning Manager, Laura Zagaroli, Assistant City Attorney, and Cesar Orozco, Principal Planner, Laura Solomon, Associate Planner

4. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

A. APPROVAL OF THE AGENDA
B. APPROVAL OF THE MINUTES - None

Motion: Moved by Commissioner Riley, Second by Commissioner Quismorio, to adopt the agenda.

Vote:

AYES: Commissioners Hall, Quismorio, Riley and Adams
NOES: Vice Chair Harkins
ABSENT: Chair McDonald
ABSTAIN: None

5. REPORT OF THE CITY COUNCIL LIAISON

City Council Member Bergenzer provided an update on upcoming grant money the City has obtained for improvements of the Mare Island Chaple and Quarters A and upcoming discussion of the Herbert house.

6. COMMUNITY FORM – None

7. PUBLIC HEARING

A. Project Location: Mills Act Contract (MA23-0002) at 812 York Street (APN:0056-206-

170)

Summary: Request by the property owner to enter into a Historic Property Preservation Agreement (Mills Act contract) with the City of Vallejo pursuant to California Government Code Sections 50280-50290. Item was continued from the September 21, 2023

Associate Planner Solomon provided an overview of the project.

Vice Chair Harkins opened the public hearing.

Applicant spoke on the item.

Vice Chair Harkins closed the public hearing.

The Commission deliberated the merits of the project, and a motion was made:

Motion: Commissioner Admas, Second by Commissioner Hall, moved to adopt a resolution to recommend that the City Council approve Mills Act Contract (MA23-0002), based on the findings and analysis.

Vote:

AYES: Vice Chair Harkins, Commissioners Hall, Quismorio, Riley and Adams
NOES: None
ABSENT: Chair McDonald
ABSTAIN: None

8. WRITTEN COMMUNICATIONS - NONE

9. REGULAR REPORTS

A. SECRETARY'S REPORT

i. 1 Kentucky Street
ii. Mare Island Flagpole

Secretary Orozco provided an update on 1 Kentucky Street and the Mare Island Flagpole. Planning Manager Kavanaugh-Lynch announced her resignation from her position.

B. CITY ATTORNEY'S REPORT

Assistant City Attorney Zagaroli announced the news of the City Manager announcing their retirement.

C. REPORT OF THE CHAIRPERSON AND MEMBERS OF THE COMMISSION

Commissioner Quismoro commented on the boat tour that was done for the Waterfront Weekend.

DRAFT

Vice Chair Harkins gave a shoutout to the Mare Island Group for hosting a gathering at one of the quarters.

D. REPORT OF THE SUBCOMMITTEES - None

i. Records/Resources Subcommittee
ii. Goal Setting Subcommittee

10. OTHER AGENDA ITEMS

A. Potential Formation of Additional Subcommittees

i. Review of the Secretary of the Interior's Standards
ii. Review of Vallejo Municipal Code Chapter 16.614 – Architectural Heritage and Historic Preservation
iii. Create a ministerial process for non-contributing homes.

Motion: Commissioner Adams, Second by Commissioner Riley, to form and ADHOC committee to review the Vallejo Municipal Code Chapter 16.614 – Architectural Heritage and Historic Preservation made up by Commissioner Quismorio, Riley and Adams.

Vote:

AYES: Vice Chair Harkins, Commissioners Hall, Quismorio, Riley and Adams
NOES: None
ABSENT: Chair McDonald
ABSTAIN: None

B. Future Agenda Items

i. Future Presentations

11. ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

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ANGELA MCDONALD, CHAIR

ATTEST:

_____

CESAR OROZCO, SECRETARY

DRAFT

MINUTES

VALLEJO ARCHITECTURAL HERITAGE AND LANDMARKS COMMISSION REGULAR MEETING – 6:30 P.M.

February 15, 2024

1. CALL TO ORDER

The meeting was called to order by Chair McDonald at 6:31 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Chair McDonald, Commissioners Adams, Riley, Chacon, Sosa, Hall

Absent: Chair Quismorio (excused)

Staff present: Christina Ratcliffe, Director of Planning and Development Services, Laura Zagaroli, Assistant City Attorney, and Cesar Orozco, Principal Planner

4. OATH OF OFFICE OF NEWLY APPOINTED COMMISSIONER

Commissioner Sosa and Chacon were sworn in before the meeting.

5. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

A. APPROVAL OF THE AGENDA - None
B. APPROVAL OF THE MINUTES

i. September 21, 2023 -Regular Meeting

Motion: Moved by Commissioner Riley, Second by Commissioner Sosa, to adopt the agenda and approve the minutes of the September 21, 2023, regular meeting.

Vote:

AYES: Chair McDonald, Commissioner Adams, Riley, Hall, and Sosa
NOES: None
ABSENT: Commissioner Quismorio
ABSTAIN: Commissioner Chacon

6. REPORT OF THE CITY COUNCIL LIAISON - None

7. COMMUNITY FORM – None

8. PUBLIC HEARING

DRAFT

A. Project Location: Alden Park, Mare Island (APN:0066-050-170)

Summary: The proposed project includes the installation of six new streetlights in Alden Park (designated historic landmark).

Planning and Development Services Director Ratcliffe gave a presentation.

Commissioners asked questions and staff responded.

Chair McDonald opened the public hearing.

Speakers – None

Chair McDonald closed the public hearing.

The Commission deliberated the merits of the project, and a motion was made:

Motion: Commissioner Admas, Second by Commissioner Sosa, moved to adopt a resolution to approve Certificate of Appropriateness (COA23-0003), based on the findings and analysis.

Vote:

AYES: Chair McDonald, Commissioners Admas, Hall, Riley, Sosa, and Chacon
NOES: None
ABSENT: Commissioner Quismorio
ABSTAIN: None

9. WRITTEN COMMUNICATIONS - NONE

10. REGULAR REPORTS

A. SECRETARY'S REPORT

i. **German Marder Submarine and Torpedo: Temporary Emergency Relocation**
ii. **Commission-Board Workplan/Budget**
iii. **1 Kentuck Street**
iv. **Mare Island Flagpole**

Planning and Development Service Director Ratcliffe provided an update on the German Marder Submarine and Torpedo: Temporary Emergency Relocation and Commission-Board Workplan/Budget.

Principal Planner Orozco provided an update on 1 Kentucky Street and Mare Island Flagpole.

B. CITY ATTORNEY'S REPORT – None

DRAFT

C. REPORT OF THE CHAIRPERSON AND MEMBERS OF THE COMMISSION

Chair McDonald provided information on upcoming training through the California Preservation foundation.

D. REPORT OF THE SUBCOMMITTEES - None

i. Records/Resources Subcommittee
ii. Goal Setting Subcommittee

11. OTHER AGENDA ITEMS

A. Potential Formation of Additional Subcommittees

i. Possible AHLC workplan/budget request
ii. Review of the Secretary of the Interior's Standards
iii. Create a ministerial process for non-contributing homes.

B. Future Agenda Items

i. Future Presentations

12. ADJOURNMENT

The meeting was adjourned at 7:43 p.m.

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ANGELA MCDONALD, CHAIR

ATTEST:

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CESAR OROZCO, SECRETARY

DRAFT

STAFF REPORT
CITY OF VALLEJO
PLANNING COMMISSION

I. PROJECT INFORMATION

Item No. 7

DATE OF MEETING:	May 16, 2024
PROJECT NUMBER:	Certificate of Appropriateness (COA23-0008)
PREPARED BY:	Cesar Orozco, Planning Manager
PROJECT LOCATION:	721 York Street, Vallejo CA 94590 / APN:0056-233-030
APPLICABLE ZONING CODE SECTION(S):	Major Use Permit (Vallejo Municipal Code (VMC) Chapter 16.606) Planned Development Modification (VMC Chapter 16.610) Development Review (VMC Chapter 16.605) Design Review (VMC Chapter 16.604) Landscape Review (VMC Chapter 16.504) Exception (VCM Chapter 16.608)
PROJECT SUMMARY:	The project involves the removal of a 291 square-foot ground floor wooden deck, a 184-square-foot first-floor wooden deck, and a flight of stairs that connect the two decks (see figure 3).The wooden decks will be replaced with a new 291-square-foot ground floor and a 141-square-foot first-floor deck. The decks will be surrounded by a 42-inch-tall handrail and a new staircase will be constructed between the first floor and the ground floor adjacent to the home. New concrete footings will be installed to support the posts for both the ground-floor and first-floor decks.
CEQA DETEMINATION:	The project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15331 of the CEQA Guidelines (Class 31, “Historical Resource Restoration/Rehabilitation”) as the proposed Mills Act contract requires preservation of an historical resource consistent with the Secretary of the Interior’s Standards; Section 15301 (Class 1, “Existing Facilities”); and Section 15303 (Class 3, “New Construction or Conversion of Small Structures”)..

RECOMMENDATION: Staff recommend that the Architectural Heritage and Landmarks Commission continue the public hearing to July 18, 2024

II. BACKGROUND

On May 2, 2024, pursuant to VMC Section 16.602.08 – Noticing, a mailed notice to all active neighborhood groups and property owners within 500 feet of the subject site for the upcoming Architectural Heritage and Landmarks Commission meeting. Unfortunately, the local newspaper failed to publish the notice in the Times Hearld. Therefore, staff will proceed with a re-notice of the project Public Hearing for the July 18, 2024 Architectural Heritage and Landmarks Commission meeting.

III. STAFF RECOMMENDATION

Based on the need to properly notice the project, staff recommends the Architectural Heritage and Landmarks Commission continue the public hearing to July 18, 2024.