



City of Riverside

Cultural Heritage Board

3900 Main St.
Riverside, CA 92522
Planning Division
(951) 826-5371

City of Arts & Innovation

Agenda

Wednesday, July 16, 2014

3:30 PM

Art Pick Council Chamber

MISSION STATEMENT

The City of Riverside is committed to providing high quality municipal services to ensure a safe, inclusive, and livable community

Oral communications from the audience relating to any of the agenda items are limited to three minutes, and you will be asked to state your name and city of residence.

Cultural Heritage Board action on all items may be appealed to the City Council within ten calendar days. Contact the Planning Division for further information.

State law restricts the Cultural Heritage Board from taking action on an item unless it has been included on an agenda and posted at least 72 hours in advance of a meeting, or unless the matter falls within one of the narrow exceptions. Consequently, any item not listed on this agenda will normally have to be delayed until the item can be made part of a posted agenda. Additionally, significant changes to a project made subsequent to posting of the agenda and not addressed in the Cultural Heritage Board staff report will result in continuance of that item in order to allow for adequate review by the Commission.

The City of Riverside wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City's ADA Coordinator at (951) 826-5427 or TDD at (951) 826-5439 at least 72 hours before the meeting, if possible.

PLEDGE OF ALLEGIANCE

COMMENTS FROM THE AUDIENCE:

This is the portion of the meeting specifically set aside to invite your comments on matters of interest to the Board, including matters on the Consent Calendar.

This portion of the agenda will be limited to a total of 15 minutes. Further discussion of any matter beyond 15 minutes will be continued to the following public hearing calendar or scheduled for a later agenda. If there is no one from the audience wishing to speak, the Board will move to the Consent Calendar.

DISCUSSION CALENDAR

This portion of the Cultural Heritage Board's agenda is for all matters where staff and public participation is anticipated, and for any item removed from the Consent Calendar by the Cultural Heritage Board, or the public, at the beginning of the Board meeting. Audience participation is encouraged.

- 1 PLANNING CASE P14-0578: Proposed Certificate of Appropriateness request by the City of Riverside Public Works Department to keep a new concrete sidewalk and driveway approach that replaced an existing asphalt sidewalk and driveway approach, although approved plans called out like-for-like asphalt replacement for the sidewalk and driveway approach, in the right-of-way in front of the Robert Bettner House, which is City Landmark #59, located in the Single Family Residential, Cultural Resources Overlay (R-1-7000, CR) zone at 7995 Magnolia Avenue, located 650 feet west of Jefferson Street in Ward #5. Contact Planner: Teri Delcamp (951) 826-2117 tdelcamp@riversideca.gov

MISCELLANEOUS ITEMS

- 2 Presentation on Two Consultant Services Contracts: 1) Riverside Storytelling and 2) Riverside Historic Preservation Ambassador Training.
- 3 Wood Streets Lighting - Update
- 4 Brief report from the Historic Preservation Officer on recent City Council actions and major development projects.
- 5 Items for future agendas.

MINUTES

- 6 The minutes of April 16, 2014 and June 18, 2014 to be presented for approval.

ADJOURNMENT

Adjournment to the Wednesday, August 20, 2014, meeting at 3:30 p.m. in the Art Pick Council Chamber.

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*Art Pick Council Chamber
3900 Main Street
Riverside, CA 92522
Planning Division
951-826-5371*



City of Arts & Innovation

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Division

CERTIFICATE OF APPROPRIATENESS STAFF REPORT

AGENDA ITEM NO.: 1

WARD: 5

CULTURAL HERITAGE BOARD HEARING DATE: July 16, 2014

I. CASE NUMBER(S): P14-0578

II. PROJECT SUMMARY:

- 1) **Proposal:** Proposed Certificate of Appropriateness request by the City of Riverside Public Works Department to keep a new concrete sidewalk and driveway approach that replaced an existing asphalt sidewalk and driveway approach, although approved plans called out like-for-like asphalt replacement in the right-of-way in front of the Robert Bettner House, which is City Landmark #59, located in the R-1-7000, Cultural Resources overlay zone.
- 2) **Location:** 7995 Magnolia Avenue, located 650 feet west of Jefferson Street
- 3) **Applicant:** Ryan O'Connell
City of Riverside Public Works Department
3900 Main Street
Riverside, CA 92522
- 4) **Case Planner:** Teri Delcamp, Historic Preservation Senior Planner
(951) 826-2117
tdelcamp@riversideca.gov

III. RECOMMENDATION:

That the Cultural Heritage Board:

1. **DETERMINE** that Planning Case P14-0578 constitutes a project that is consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties, which is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15331 of the CEQA Guidelines; and
2. **APPROVE** Planning Case P14-0578 based on the findings outlined in the staff report and summarized below, thereby issuing a Certificate of Appropriateness for the project and allowing the recently poured concrete sidewalk and driveway approach to remain:

FACTS FOR FINDINGS: (From Section 20.25.050 of the Riverside Municipal Code)

The Board and Historic Preservation Officer shall make findings of the following standards when applicable to approving or denying a Certificate of Appropriateness.

FINDINGS: The application proposal is consistent or compatible with the architectural period and the character-defining elements of the historic building.

FACTS: The project complies with this finding. The existing asphalt sidewalk was not original to the construction period of the Robert Bettner House. While historically there would have always been an area to walk along the front of the property adjacent to Magnolia Avenue, a formal sidewalk was not present until the late 1970s or early 1980s according to the current owner. At the time of installation, choices of materials were asphalt or brick pavers, and just as easily could have been concrete as evident at other properties along Magnolia Avenue. The project, as implemented, preserved the alignments of the sidewalk and driveway approach, thus not increasing the amount of hard surfaces and still protecting existing site and right-of-way trees. Concrete is a typical and common material used for historic properties and the pour, scoring and finish are consistent with the adjoining sidewalks on both sides of the property.

FINDINGS: The application proposal is compatible with existing adjacent or nearby Cultural Resources and their character-defining elements.

FACTS: The project complies with this finding. The project, as implemented, is consistent with the properties on both sides of the subject site and does not affect any other Cultural Resources.

FINDINGS: The colors, textures, materials, fenestration, decorative features and details, height, scale, massing and methods of construction proposed are consistent with the period and/or compatible with adjacent Cultural Resources.

FACTS: The project complies with this finding. The project, as implemented, represents a change in material from asphalt to concrete. However, the concrete and the way it was installed is compatible with and the Robert Bettner House and consistent with the sidewalks and driveways at many other Landmark properties on Magnolia Avenue and elsewhere in the City.

FINDINGS: The proposed change does not adversely affect the context considering the following factors: grading; site development; orientation of buildings; off-street parking; landscaping; signs; street furniture; public areas; relationship of the project to its surroundings.

FACTS: The project complies with this finding. Since the asphalt sidewalk and drive approach were not original to the construction period of the home, are minor feature of the site, and preserve the mature trees that are historic to the site, there is no possibility that the project will adversely affect the context of the site considering the above factors.

FINDINGS: The proposed change does not adversely affect an important architectural, historical, cultural or archaeological feature or features.

FACTS: The project complies with this finding. The project will not adversely affect any important architectural, historical, cultural or archaeological feature or features.

FINDINGS: The project is consistent with the Citywide Residential Historic District Design Guidelines and the separate guidelines for each Historic District.

FACTS: The project complies with this finding. The project complies with Chapter 8, Design Guidelines for Rehabilitation, Repairs & Additions to Historic Residential Buildings. Sidewalks and driveway paving materials are to be compatible with the character of the home. If the asphalt were historic and original to the site, it would have been appropriate to replace it like-for-like to avoid loss of historic fabric and as the simplest means of ensuring compatibility. However, the asphalt was not original to the site. Concrete was a material that was already present for part of the driveway since approximately 1940. Both concrete and asphalt are listed in the Design Guidelines as appropriate paving materials, depending on the site's characteristics. The change from asphalt to concrete was done in a way that matched existing locations and alignments so that the existing mature trees were preserved and remain as important site features.

FINDINGS: The project is consistent with the Principles of the Secretary of the Interior's Standards for the Treatment of Historic Properties.

FACTS: The project complies with this finding. The project comprises a Rehabilitation project because it represents a change in material for a feature at a Landmark property. Based on the above finding for consistency with the Citywide Residential Historic District Design Guidelines, the project is also consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. No historic fabric has been lost; important site features (trees) remain as the existing sidewalk and driveway approach locations and alignments were retained; the sidewalk and driveway could be removed in the future and not result in any loss of integrity to the site; and the new material is compatible with and will not adversely affect the integrity of the Landmark Robert Bettner House site as a whole.

IV. BACKGROUND/HISTORY:

The City of Riverside Public Works Department (PWD) approached Cultural Heritage Board staff for review and comment on the proposed Magnolia Avenue paving repair project in 2013. The project boundaries were along Magnolia between Arlington and Jackson. This boundary included rights-of-way within some historic districts and survey areas, as well as adjacent to some individually designated properties. All of the proposed repair scope and specifications were deemed not to require a Certificate of Appropriateness with the exception of four properties. Those four properties (at Palm Drive/Magnolia Avenue; 7995 Magnolia Avenue; 7304 Magnolia Avenue; and 7101 Magnolia Avenue) required an Administrative Certificate of Appropriateness (P13-0792) because the plans were either a like-for-like replacement at a designated Landmark,

or were slightly changing existing configurations within an existing, eligible or potential historic district or neighborhood conservation area.

The property at 7995 Magnolia Avenue is the Robert Bettner House, which was designated as City Landmark #59 in 1983. The Bettner House is the only one along Magnolia that has had a unique sidewalk layout and an asphalt sidewalk/driveway approach material. The resolution designating the historic Landmark specifically calls out all exterior surfaces of house; the natural finish of all unpainted interior floors, baseboards, door surrounds, doors, window frames, window sashes, picture moldings, mantelpieces, and tile hearths throughout the house interior; the site's landscape pattern; the exterior surfaces of the carriage house; and the stalls and caretaker's apartment in the carriage house. The "landscape pattern" is further described in City files as having "style elements of an 'English garden,' with a free-form hedge-lined driveway, numerous trees, and concrete birdbaths scattered throughout. The rear yard has a terraced brick patio and 'tattersall' brick pattern walkways." CHB staff has interpreted "landscape pattern" to mean that the alignment and material of the sidewalk and driveway approach should be retained. Moreover, replacing the asphalt like-for-like allowed for a simpler, administrative review process for the project.

As originally proposed for 7995 Magnolia, the existing asphalt sidewalk was to be replaced with concrete and the existing non-standard driveway approach was to be replaced with a City standard concrete approach that includes wider flare wings at the sides of the approach. CHB staff had indicated that such a change would require CHB review as it would not replace existing like-for-like. The PWD ultimately decided to change the project to require the asphalt to be replaced like-for-like. CHB staff then conditionally approved P13-0792 with the associated project exhibit on November 1, 2013 (Exhibit 3). Part of the approval conditioned that the existing material of the sidewalk and driveway approach for the Robert Bettner House at 7995 Magnolia was to be replaced like-for-like with asphalt. CHB staff confirmed that the improvement plans for the project included this stipulation before the project began construction.

V. DETAILED PROJECT DESCRIPTION:

According to the PWD, when the contractor reached the subject portion of the project, they inadvertently misread the plans and replaced the existing asphalt sidewalk and driveway approach with concrete.

The attached current project request (Exhibit 4) describes how the work was done, why the PWD is requesting to be able to keep the work as is, and shows "before" and "after" photographs. The PWD noted the following attributes and benefits of the work: The work was done well and according to concrete specifications. The new driveway approach and sidewalk match the existing dimensions and do not change the landscape pattern in front of the property. The only difference is that the material has changed from asphalt to concrete. The concrete will last a long time; will require less maintenance than asphalt; and will be easier to clean than asphalt. The concrete is also consistent with the rest of Magnolia Avenue.

The owners of the house support the PWD request and submitted a letter to that effect (see Project Analysis and Public Notice sections below as well as Exhibit 5).

PROJECT ANALYSIS:

- **Compliance with section 20.25.050 of the City of Riverside Municipal Code:**

Section 20.25.050 of Title 20 in the Municipal Code outlines the findings and criteria necessary to approve a Certificate of Appropriateness. The project is very minor in scope; however, because the property is a designated Landmark, Title 20 allows only limited purview for administrative review of cases by CHB staff. The threshold is the like-for-like replacement of features, so in this case, CHB staff did not feel comfortable approving a change in material and referred this project to the CHB.

The correspondence from the owner (Exhibit 5) in response to the notice mailed for the meeting indicates that the sidewalk itself was a fairly recent installation in the late 1970s or early 1980s. Also, the driveway itself had been partially changed to concrete just beyond the asphalt driveway approach in about 1940. While there would have been an area to walk along the street in front of the home, the sidewalk itself is not historic. The alignment is intended to avoid and preserve the historic site landscaping which includes mature trees on the site and in the right-of-way.

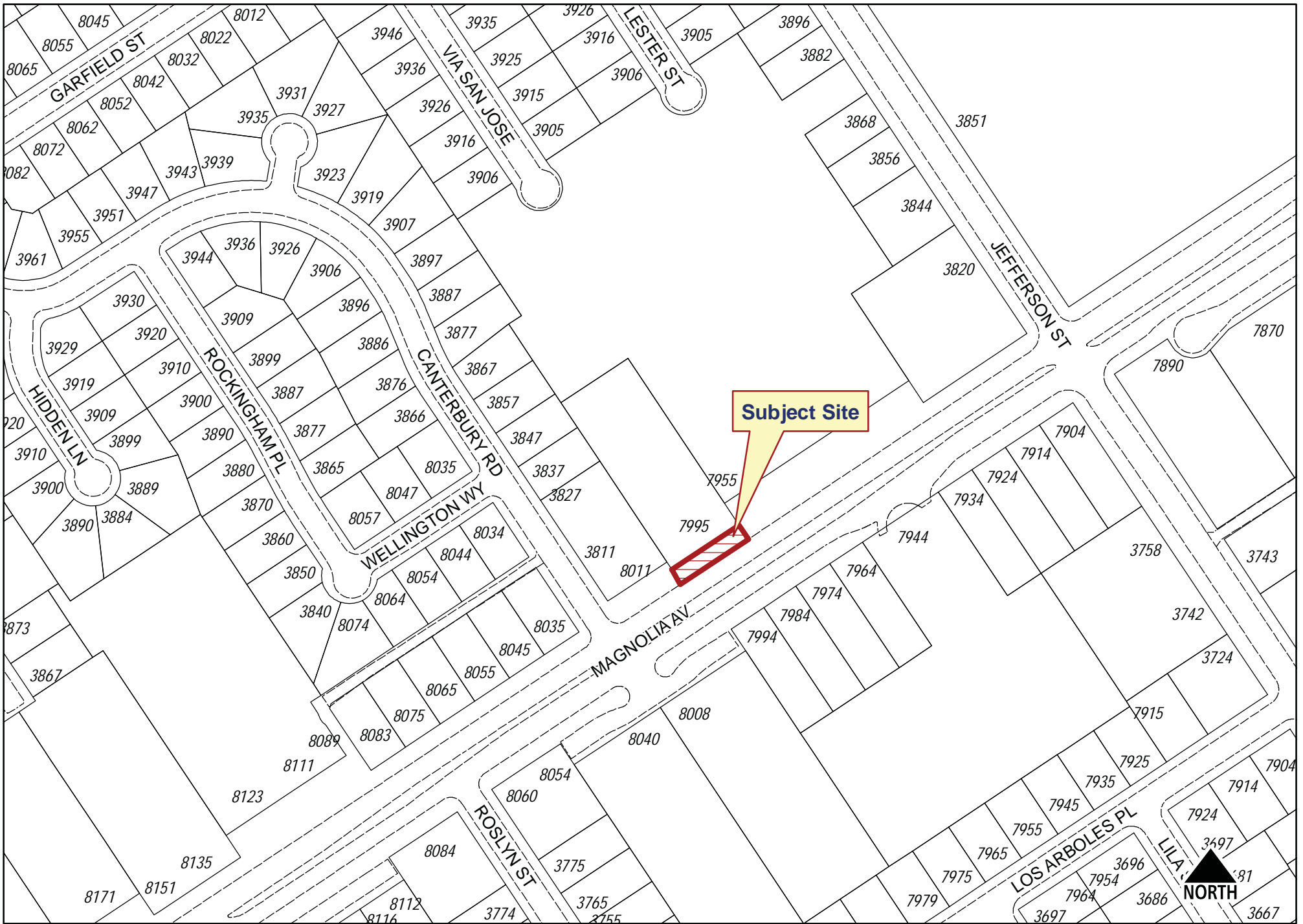
Based on all of the above and the PWD's reasons for retaining the concrete that was installed, staff supports the request based on the proposed findings and is recommending approval.

VI. PUBLIC NOTICE AND COMMENTS:

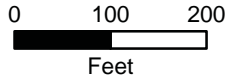
Public notices were mailed to adjacent property owners. The owners of the property at 7995 Magnolia Avenue submitted a letter in support of keeping the concrete sidewalk and driveway approach (see Exhibit 5). No other written comments have been received to date.

IX. EXHIBITS:

1. Location Map
2. Aerial Photograph
3. Previously Approved Project Exhibit (P13-0792)
4. Current Project Exhibit
5. Letter of Support from Owners of 7995 Magnolia Avenue



P14-0578, Exhibit 1 - Location Map





P14-0578, Exhibit 2 - 2012 Aerial Photo

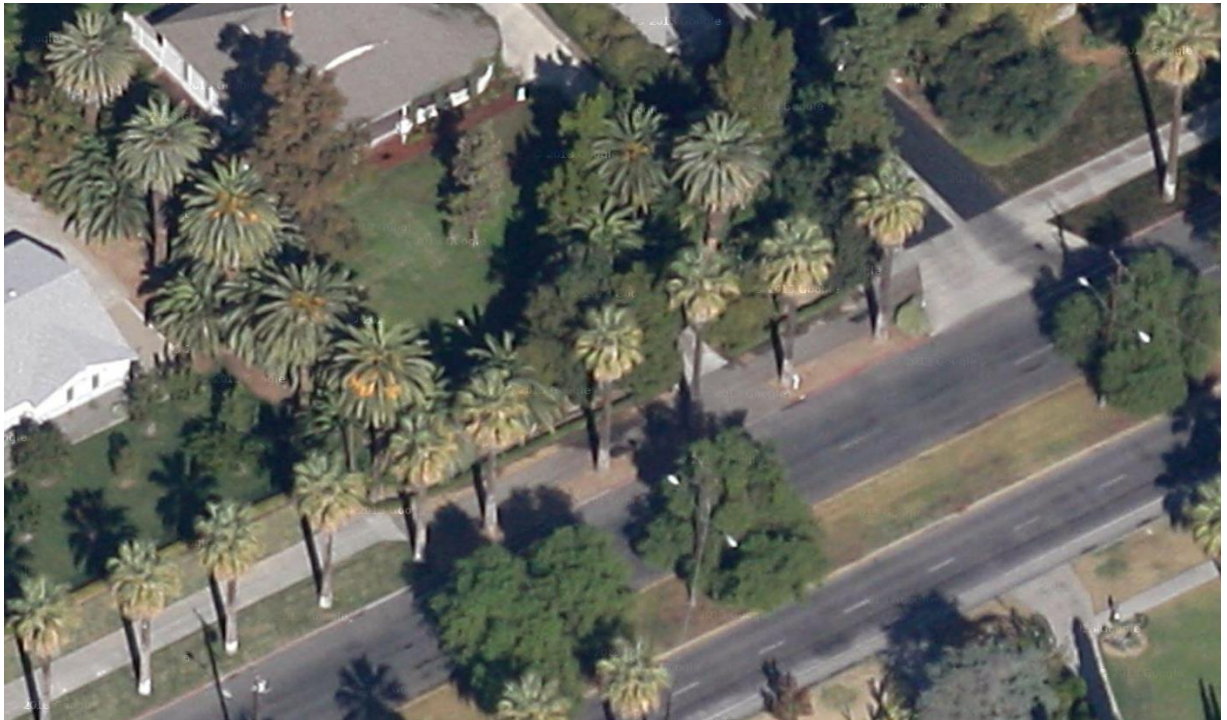


P14-0578, Exhibit 3 - Previously Approved Project (P13-0792)

Cultural Heritage Certificate of Appropriateness Magnolia Avenue Exhibits

Exhibit B- 7995 Magnolia Avenue (Historic Landmark Bettner House)

- **Comment:**
 - “Sheet 4, fronting 7995 Magnolia (Historic Landmark Bettner House): proposed replacement of asphalt sidewalk with concrete and replacement of existing non-standard driveway and approach with City Standard. While we understand that the owner is amenable to this change, the resolution for the historic Landmark designation specifically calls out the site’s landscape pattern although we have purview over these elements in any event, as with the Heritage House drive approach. I don’t know that we would be able to support these changes and we would recommend like for like replacements. If you pursue the changes, then we would need existing configuration detail with a proposed configuration detail overlay for the drive approach and existing photos to show extent of change for the COA review.”
- **Response:**
 - “I was able to speak with Mr. Zimmerman this afternoon (9/17/13) about replacing the driveway and sidewalk in-kind with asphalt rather than concrete. He has no problem with replacing in-kind. So given that, we are going to make the appropriate changes to the plans to replace the sidewalk and driveway in-kind at 7995 Magnolia Avenue.”
- **Existing Condition:**



P14-0578, Exhibit 3 - Previously Approved Project (P13-0792)

Cultural Heritage Certificate of Appropriateness
Magnolia Avenue Exhibits

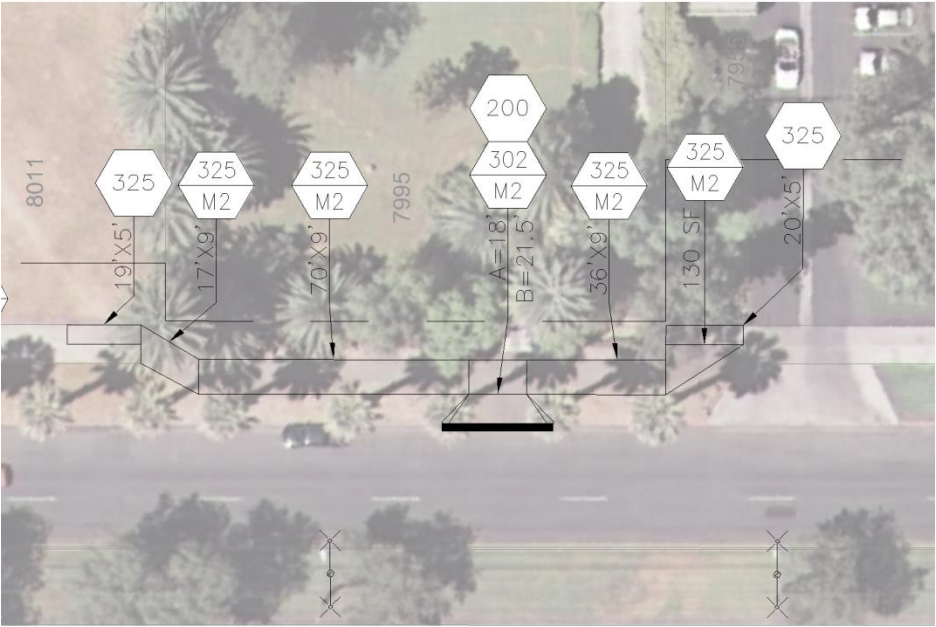
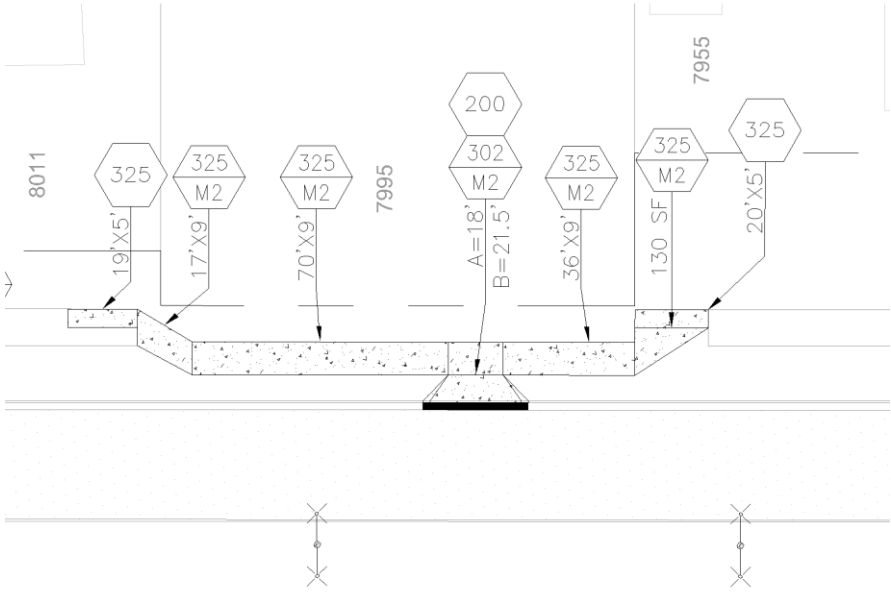
- Existing Condition (continued):



P14-0578, Exhibit 3 - Previously Approved Project (P13-0792)

Cultural Heritage Certificate of Appropriateness
Magnolia Avenue Exhibits

- Proposed Improvement:



P14-0578, Exhibit 4 - Current Project

Cultural Heritage Certificate of Appropriateness 7995 Magnolia Avenue (Historic Landmark Robert Bettner House)

- **Summary:**

- Riverside Public Works Department is proposing to keep a new concrete sidewalk (1,350 Sq ft.) along with a new concrete driveway (305 Sq ft.) that was installed at 7995 Magnolia Avenue. This property is the Historic Landmark Robert Bettner House. The resolution for the historic Landmark designation specifically calls out the site's landscape pattern which calls for an asphalt driveway and sidewalk in front of the property.

- **Issue:**

- The contractor on the Public Works paving project "Arterial Streets Maintenance Phase I, Magnolia Avenue (Jackson to Arlington)" replaced the existing asphalt driveway and sidewalk with a new concrete driveway and concrete sidewalk while the plans called out to replace with in-kind asphalt material. The new driveway and sidewalk match the existing dimensions and do not change the landscape pattern in front of the property. The only difference is that the material has changed from asphalt to concrete.

- **Resolution:**

- Riverside Public Works seeks approval from the CHB to keep the concrete driveway and sidewalk in front of 7995 Magnolia Avenue for the following reasons:
 - There are many benefits to keeping the concrete material rather than the asphalt material:
 - The concrete material used will last 50+ years with little to no maintenance. The asphalt material will last ~20 years, but will require maintenance every 5 years or so with a re-sealing.
 - The concrete material for the sidewalk and driveway matches the existing material that is used throughout Magnolia Avenue and provides a more aesthetically pleasing look.
 - The property in question has large palms and trees near the sidewalk. They leave a considerable amount of debris on the sidewalk. As far as maintenance, it is easier to clean concrete surfaces than asphalt surfaces.

P14-0578, Exhibit 4 - Current Project

**Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)**

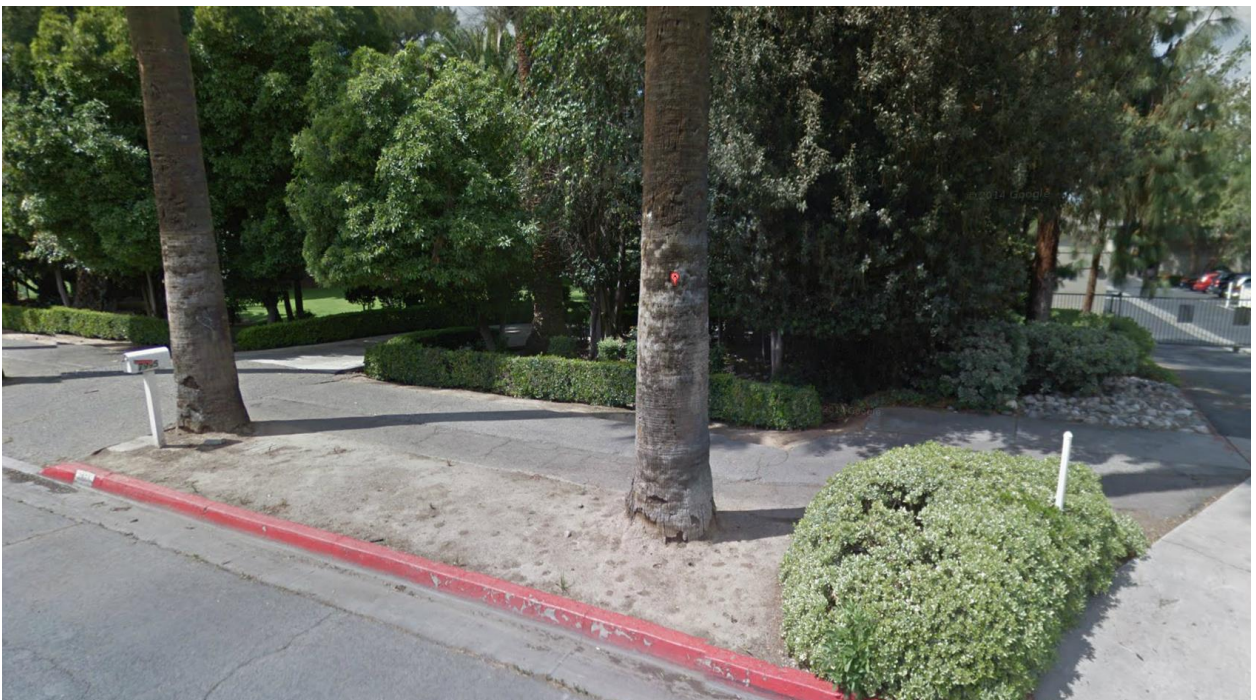
- **Previous Condition:**



P14-0578, Exhibit 4 - Current Project

**Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)**

- **Previous Condition (continued):**



P14-0578, Exhibit 4 - Current Project

Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)

- New Condition:



P14-0578, Exhibit 4 - Current Project

Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)

- **New Condition (continued):**



**Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)**

- **New Condition (continued):**



P14-0578, Exhibit 4 - Current Project

**Cultural Heritage Certificate of Appropriateness
7995 Magnolia Avenue (Historic Landmark Robert Bettner House)**



P14-0578, Exhibit 5 - Letter of Support

July 5, 2014

Teri Delcamp
Historic Preservation Senior Planner
City of Riverside, Planning Division
3900 Main Street
Riverside, CA 92522

Case Number P14-0578

Dear Ms. Delcamp:

My wife and I have owned the subject property at 7995 Magnolia Avenue since January 1975. Later that decade we requested the designation of the property as a City Landmark. In those times, the process was coordinated with Alan Curl, then with the Municipal Museum. The Robert Bettner House is notable for many reasons, among them the largely original setting, the traditional gardens and the preservation of the type of landscaping which once graced many blocks of Magnolia Avenue. 7995 remains a special place, not merely an architectural relic.

No sidewalk existed at this location until the late seventies or early eighties. A decision was then made to create a "Class 1" bicycle lane and to simultaneously incorporate a sidewalk. Authenticity or originality therefore had little or no bearing on the selection of asphalt as the paving material. We inquired about the possible use of brick paving; even several decades ago, the cost (which we would have borne) was prohibitive for us.

Presumably, the material which would least alter the historic appearance of the Magnolia frontage at this location would be something on the order of stabilized decomposed granite. But Ramona High School is just a block away, the bike lane and sidewalk are heavily traveled. There would inevitably be concerns regarding long-term upkeep and pedestrian safety. Would there be any practical surface treatment for the concrete that might be more in keeping with the historic setting?

The asphalt approach to the driveway was likely a relic from the sixties, it contrasted somewhat inappropriately with the concrete driveway. The current layout of the front portion of the driveway dates from the time of Mr. and Mrs. Tudor Wall (around 1940).

All things considered, we support the request by the Public Works Department for a Certificate of Appropriateness to retain the new concrete sidewalk, bicycle lane and driveway approach at 7995 Magnolia Avenue. We do appreciate the careful attention to issues of preservation of Riverside's wonderful inventory of historic buildings and places. Incidentally, it is probable that our Landmark #59 will in the future be passed on to California Baptist University for safekeeping.

Regards,

Dr. and Mrs. Gilbert Zimmerman

AGENDA ITEM: 1
CHB: July 16, 2014

July 15, 2014

From: Riverside Historical Society Board of Directors
Steve Lech, President

To: City of Riverside Planning Department
Teri Delcamp, Historic Preservation Senior Planner

Re: Planning Case P14-0578 - Robert Bettner House sidewalk & driveway.

We agree with the City staff in the Public Works Department and the Planning Department that the replacement of the asphalt sidewalk in front of the Robert Bettner House is appropriate, and it should be approved.

The concrete sidewalk replaced asphalt, which was much newer than the residence. The Landmark #59 Robert Bettner House was constructed in 1892, whereas the asphalt was added in the 1970s-1980s. Cement sidewalks had existed in that neighborhood since about the 1940s. The appearance of the new cement sidewalk enhances, rather than detracts from the appearance of the historic residence. In spite of the fact that asphalt was initially requested in this project, we join City staff and the property owners in approving the already installed concrete.

Safety for people walking along the sidewalk is also a very important factor, since this residence is quite close to Ramona High School. Our historic landmarks need to be safe, appropriate, attractive parts of our current neighborhoods. We conclude that concrete is the best material for both safety and appearance.

Thank you for considering our opinions regarding this case.

RHS Board of Directors
Steve Lech, President
P.O. Box 246, Riverside CA 92502

Sent by:
Laura L. Klure
llklure@att.net
(951) 684-6533



Cultural Heritage Board

TO: CULTURAL HERITAGE BOARD **MEETING DATE:** July 16, 2014
FROM: HISTORIC PRESERVATION OFFICER **ITEM NO:** 2
WARD: All

SUBJECT: PRESENTATION ON UPCOMING HISTORIC PRESERVATION CONSULTANT PROJECTS - RIVERSIDE STORYTELLING AND RIVERSIDE HISTORIC PRESERVATION AMBASSADOR TRAINING

RECOMMENDATION:

That the Cultural Heritage Board (CHB) receive and file this report.

BACKGROUND:

CHB staff recently prepared Requests for Proposals to encumber some consultant services funds in the Department's budget before the end of the last fiscal year. The funds are to be used for two specific projects, which are known for now as the Riverside Storytelling Project and the Riverside Historic Preservation Ambassador Training Project. (Staff had also submitted a CLG grant application for the latter project in April, but was just recently notified that we were not successful this year in that very competitive process). The Historic Preservation, Neighborhoods and Urban Design Division as a whole has been actively engaged in a number of efforts and initiatives to equip the public to become more involved in their neighborhood and the community. These projects are two of the initiatives that involve historic preservation in various respects.

The project descriptions and timelines for each of these projects are attached in Exhibit 1. Erin Gettis will be managing the Storytelling Project with the consultant firm of Historic Resources Group (HRG). Teri Delcamp will be managing the Ambassador Training Project with the consultant firm of Galvin Preservation Associates (GPA). CHB staff is intentionally seeking partnerships with the community in pursuing these projects, and will be reaching out to the Old Riverside Foundation, the Riverside Historical Society, as well as welcoming any CHB members who may be interested in participating, volunteering and/or attending activities associated with these projects.

CHB staff will make a verbal presentation about these projects at the CHB meeting and it is hoped that having some of the details ahead of time will provide a helpful foundation for any discussion or questions that the CHB may have.

Prepared by: Teri Delcamp, Historic Preservation Senior Planner

Exhibit:

1. Riverside Storytelling and Ambassador Training Descriptions and Timelines

RIVERSIDE STORYTELLING PROJECT

EXHIBIT 1

DESCRIPTION:

The City proposes to contract with a consultant meeting the *Secretary of the Interior's Professional Qualifications Standards* that specializes in preservation planning, oral history projects, community engagement and training.

The success of Riverside's preservation program is largely contingent upon community engagement and support. The project is intended to develop a new and inventive way of engaging the community following historic trends seen nationally by encouraging neighborhood participation and reconnecting residents with the immediate local area and their active role in "history in the making." The desired outcome of the project is a storytelling and oral history program that results in reconnecting area residents in a different way as well as identifying a new generation of historic enthusiasts committed to assist the City HPNUD's outreach and education goals. The overall objective is to provide a format to allow neighborhoods and organizations to participate in recording the area's history and take ownership of that history as part of Riverside's successful preservation program. The volunteer profile would be those individuals who are longtime Riverside residents, those interested in learning more about their immediate area history and others who seek a touchstone in the past as a means to find a sense of place.

This project will be accomplished through City Neighborhoods and Historic Preservation staff working with a qualified consultant, and partnering with local preservation and neighborhoods organizations. This collaborative effort will develop a portal on Historypin.com to collect historic stories electronically as well as conduct a citywide storytelling and oral history program in each of Riverside's 26 neighborhoods. The themes of the stories and oral histories would vary from area to area and be determined through public outreach in order to help the community reconnect with their own history. Depending on the timing of this project in conjunction with other separately funded initiatives, additional features may be able to align with this project to add historic preservation ambassador program, art in public places or other types of enhancements.

The consultant will have primary responsibility for developing the organization of the outreach program and modes to engage community participation; identification of storytelling and oral history themes based upon community input and outreach; leading the actual oral history and storytelling effort citywide; establishing a framework on Historypin.com for further community input; and preparing a written report documenting oral histories and context for the themes. City staff and individuals from partner organizations will assist with outreach components, theme selection, Historypin.com framework input, and with the final report and content.

CONSULTANT TASKS:

- Research city files and information to develop a context framework associated with Riverside's overall history and its historic preservation program as well as community engagement and leadership skills.
- Work with City preservation and neighborhoods staff to develop the outreach methods and plan for soliciting ideas and further input on proposed themes that evolve from community engagement.
- Coordinate with City preservation staff and representatives of related departments, the Cultural Heritage Board, as well as outside partners including but not limited to Old Riverside Foundation, Riverside Historical Society, Riverside Metropolitan Museum, UC Riverside, the Riverside Neighborhoods Partnership and others to develop the storytelling outreach program.
- Develop, implement and conduct an outreach program approved by the City to collect the oral histories and conduct storytelling events citywide.
- Attend meetings with City staff and preservation stakeholders plus lead events in each of Riverside's neighborhood areas.
- Prepare regular progress reports.
- Prepare a final report on storytelling and oral histories.
- Prepare Draft and final project reports documenting process and community participation with appropriate context thereof.
- Prepare final manual and reports.
- Presentation to both Cultural Heritage Board and City Council on project.
- A Historypin.com framework to be used throughout and to inform this process, with the intention of being ongoing.
- To the extent that the video and process of the project can be documented, as a podcast, and formatted for elearning, as appropriate, the City will undertake these activities either in conjunction with the consultant or on its own to increase the project's availability to the public.

TENTATIVE PROJECT SCHEDULE:

EXHIBIT 1

Request for Proposals Issued

May 2014

Consultant Selected

June 2014

Project Initiation

July 2014

- Kick-off meeting with City staff, historic preservation partners and consultant
- Gather City's available background materials on Riverside's history, neighborhoods, historic sites and districts from City Staff and historic preservation partners
- Prepare Historypin framework

Project Development

August - December 2014

- Develop oral history program organization and outreach strategy and media
- Launch Historypin framework
- Conduct outreach meetings in each of the City's neighborhood areas to solicit input on themes and candidates for oral histories
- Collect Historypin data and incorporate into theme study
- Prepare draft oral history context and theme proposal
- Meeting with City staff, historic preservation partners and consultant to review and discuss feedback from meetings
- Submit final theme proposal

Project Implementation

January - May 2015

- Meeting with City staff, historic preservation partners and consultant to strategize upcoming oral history schedule, format and outreach; identify venues and needed support; assign tasks, etc.
- Collect Historypin data and incorporate into oral histories
- Conduct oral histories to be led by Consultant, supported by City staff and historic preservation partners as determined by previous outreach and theme study
- Turn over Historypin framework and data collection to the City of Riverside for incorporation into the preservation program
- Submit Final Report to City

RIVERSIDE HISTORIC PRESERVATION AMBASSADOR TRAINING PROJECT**DESCRIPTION:**

The City proposes to contract with a consultant meeting the *Secretary of the Interior's Professional Qualifications Standards* that specializes in preservation planning, community engagement and training. The project is envisioned to be similar to Los Angeles' successful Speaker's Bureau program for the SurveyLA project. The Historic Preservation Ambassador Training Program would be developed and piloted during the term of the contract, but is intended as a model for ongoing future use by the City and partner organizations.

The success of Riverside's preservation program is largely contingent upon community engagement and support. The project is intended to develop a sustainable program of engaged historic district and neighborhood participation in the City of Riverside's historic preservation program. The desired outcome of the project is a training strategy and program that results in, and ensures ongoing recruitment over time of, a group of committed volunteers to assist the City HPNUD's outreach and education goals. The overall objective is to provide a format to allow neighborhoods and organizations to take ownership of and manage their own contributions to Riverside's successful preservation program. The volunteer profile would be those individuals and potentially any umbrella associations or organizations that have an interest in filling an advocacy role at the neighborhood and local level to promulgate the importance, value and sustainability of preserving the City's cultural resources.

This project will be accomplished through city Neighborhoods and Historic Preservation staff working with a qualified consultant, and partnering with local preservation and neighborhoods organizations. This collaborative effort will develop a training program and the necessary materials to support it in a reproducible format. The project envisions development of a training manual that will be presented through a series of workshops, collectively known as a module. The project will conduct the training module in the city's five distinct neighborhood areas. It is anticipated that each workshop module will be comprised of three, four-hour sessions over a period of a few weeks. The sessions will capitalize on Asset Based Community Development strategies to provide leadership training and will include education on the history of Riverside; the City's preservation program including Preservation Element goals, ordinance requirements, the designation program and existing resources; and the Secretary of the Interior's Standards for the Treatment of Historic Properties that are implemented through the city's historic building design guidelines. One component that will be tailored for each of the five Neighborhood Partnership Areas (see Exhibit 5) will be specific to the historic resources and historic districts within each area. Depending on the timing of this project in conjunction with other separately funded initiatives, additional features may be able to align with this project to add neighborhood storytelling, art in public places or other types of enhancements.

The consultant will have primary responsibility for developing the organization of the training program as well as the individual components, designing and producing the manual, outreach modes to engage community participation, and leading the workshop modules. City staff and individuals from partner organizations will assist with specific training components and assist with the provision of content.

CONSULTANT TASKS:

- Research city files and information to develop a training context framework associated with Riverside's overall history and its historic preservation program as well as community engagement and leadership skills.
- Work with City preservation and neighborhoods staff to develop the training modules related to the neighborhoods and individual historic sites, districts, themes, property types, etc., as appropriate.
- Coordinate with City preservation staff and representatives of related departments, the Cultural Heritage Board, as well as outside partners including but not limited to Old Riverside Foundation, Riverside Historical Society, Riverside Metropolitan Museum, UC Riverside, the Riverside Neighborhoods Partnership and others to develop the training program.
- Develop, implement and conduct an outreach program approved by the City to inform the community about the project and its goals, and to elicit interest, registration and completion by community members of the five pilot workshop modules.
- Attend meetings with City staff and preservation stakeholders; and lead five training modules after completion of an approved training program and manual.
- Prepare regular progress reports.
- Prepare draft and final training program manuals.
- To the extent that the video and manual can be made available on discs, as a podcast, and formatted for elearning, as appropriate, the City will undertake these activities either in conjunction with the consultant or on its own to increase the project's availability to the public.

TENTATIVE PROJECT SCHEDULE:

EXHIBIT 1

Request for Proposals Issued

May 2014

Consultant Selected

June 2014

Project Initiation

July 2014

- Kick-off meeting with City staff, historic preservation partners and consultant
- Gather City's available background materials on Riverside's history, neighborhoods, historic sites and districts – City Staff and historic preservation partners

Project Development

August - December 2014

- Develop training program organization
- Develop training program manual
- Develop outreach strategy and media to be used in outreach
- Meeting with City staff, historic preservation partners and consultant to review and discuss draft products to date
- Prepare final versions of the above draft products
- Submit final products

Project Implementation

January - May 2015

- Meeting to strategize upcoming training module schedule, format and outreach; identify venues and needed support; assign tasks etc.
- Conduct training modules to be led by Consultant, supported by City staff and historic preservation partners (anticipated to be five modules, one in each of the City's five Neighborhood Partnership Areas, format TBD during the Project Development phase)
- City will hold de-brief meeting(s) during and after completion of modules/entire program as necessary
- Submit Final Report to City



Cultural Heritage Board

TO: CULTURAL HERITAGE BOARD **MEETING DATE:** July 16, 2014
FROM: HISTORIC PRESERVATION OFFICER **ITEM NO:** 3
WARD: 1

SUBJECT: UPDATE ON THE WOOD STREETS NEIGHBORHOOD CONSERVATION AREA LIGHTING REPLACEMENT PROJECT

RECOMMENDATION:

That the Cultural Heritage Board (CHB) receive and file this update report.

BACKGROUND:

In April 2014, the CHB requested an update about the progress of the Wood Streets Neighborhood Conservation Area Lighting Replacement Project ("Project"). The CHB had approved the Project in 2012 under Planning Case P12-0043. The Project consists of replacing existing street lights with new, energy efficient lights that meet roadway lighting requirements but retain a historically compatible appearance. Construction began in June and is expected to be completed in August 2014.

CHB staff were attempting to coordinate schedules so the Riverside Public Utilities Department could present a progress update to the CHB. Scheduling has not worked out for the last three CHB meetings. Because the Project is nearing completion, CHB staff decided to request a written update report from RPU so that CHB staff could present the update at the next meeting.

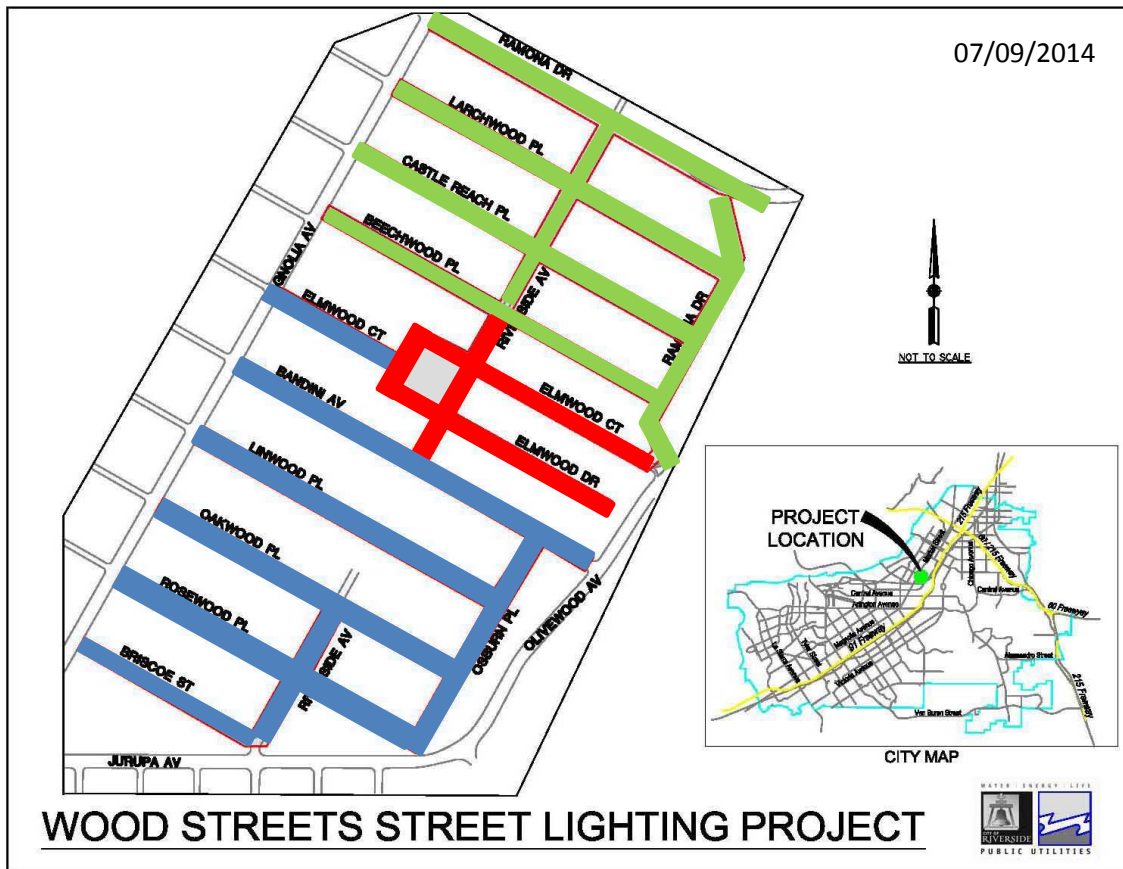
The written update is attached in Exhibit 1 with explanations keyed to the three colors on the map. For the benefit of CHB members who were not on the CHB at the time the Project was approved, an exhibit of the original approved Project is attached as Exhibit 2. CHB staff will present the update report with a short PowerPoint presentation at the CHB meeting.

Prepared by: Teri Delcamp, Historic Preservation Senior Planner

Exhibits:

1. Wood Streets Lighting Update
2. Woods Streets Lighting Project Exhibit

EXHIBIT 1 - Wood Streets Lighting Update



The Contractor is finalizing the splicing in the area highlighted in blue on the map above. Once complete, the lights will be released so they can be energized. This is expected to occur during the next two weeks. On Monday, July 14, 2014, the contractor will start removing old street light standards and paving the pot holes on Briscoe St. The contractor will continue through Bandini Ave. The removal of street light standards and paving is expected to last about three weeks.

The contractor has installed conduit and street light standards in the area highlighted in green on the map above. The contractor is currently installing wire and preparing to energize the streetlight system once the improvements are released by the City inspector. These streets are pending removal of old street lights and paving over the potholes.

The contractor has completed the area highlighted in red on the map above. The lights are energized with the concrete caps, and paving over the potholes is pending.

We are also testing a diffuser that will be installed inside the luminaire. The diffusers will reduce the glare, up lighting, and will include an adjustable shield for the house side. The first set of shields supplied by the manufacturer were not sufficient. Once diffusers are approved, RPU will have our street light maintenance technician install them. This should occur around the end of August. The Project is expected to be complete by August 29, 2014

EXHIBIT 1 - Wood Streets Lighting Update



EXHIBIT 1 - Wood Streets Lighting Update



EXHIBIT 2 - Previously Approved Project (P12-0043)

CITY OF RIVERSIDE, PUBLIC UTILITIES STREET LIGHT DIVISION



STANDARDS & LUMINARES STREET LIGHT TO BE REMOVED

TO BE REPLACED WITH A REPLICA OF THE KODIAK STANDARD



TCF

TOWN & COUNTRY WITH FOOTING



TC

TOWN & COUNTRY



TCFG

TOWN & COUNTRY FIBER GLASS



TCR

TOWN & COUNTRY ROUND TOP



EXISTING STANDARDS TO REMAIN RPU WILL BE INSTALLING NEW ACORN LUMINARES

BEFORE

AFTER



A1

ACORN 1



A2

ACORN 2



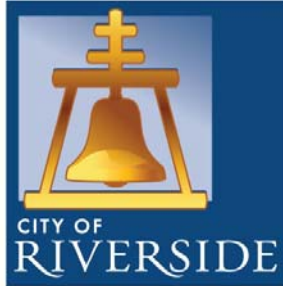
TOWN & COUNTRY



EXISTING KODIAK STANDARD & ACORN

PROPOSED KODIAK STANDARD & ACORN





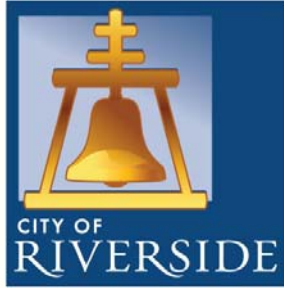
City of Arts & Innovation

CULTURAL HERITAGE BOARD MINUTES

WEDNESDAY, APRIL 16, 2014, 3:30 P.M.
ART PICK COUNCIL CHAMBERS, CITY HALL
3900 MAIN STREET

Cultural Heritage Board Members

		M U R R I E T A	V A N W A R T	F I E L D	V A C A N T	S C H U L T E	H E R U	S U T T E R	P R E S T O N - C H A V E Z	G I L L E E C E
WARDS	1	2	3	4	5	6	7	C W 1	C W 1	C W 1
<p>Roll Call:</p> <p>Chair Field called the meeting to order at 3:44 p.m. with all members present. Gilleece, Schulte, and Sutter</p> <p>The Pledge of Allegiance was given to the flag.</p> <p>COMMENTS FROM THE AUDIENCE There were no oral comments at this time.</p> <p><u>DISCUSSION CALENDAR</u></p> <p>CULTURAL RESOURCE SURVEY: JAPANESE AMERICAN HERITAGE AND THE QUEST FOR CIVIL RIGHTS IN RIVERSIDE, CA 1890S-1970S -- Erin Gettis, Historic Preservation Officer/Principal Planner, gave a brief overview of the process and funding for this project. She introduced Lynn Voorheis, Museum Curator Historic Structures and Collections. Ms. Voorheis presented a brief history of the Harada family and shared a video pod cast with the board members. A "Map & Tour Guide" brochure was also distributed to the board members. Following discussion the Cultural Heritage Board recommended that the City Council adopt the Cultural Resources Survey and Findings: Japanese American Heritage and the Quest for Civil Rights in Riverside, California 1890s – 1970s.</p> <p><u>MISCELLANEOUS PLANNING AND ZONING ITEMS</u></p> <p>BRIEF REPORT FROM THE HISTORIC PRESERVATION OFFICER ON RECENT CITY COUNCIL ACTIONS AND MAJOR DEVELOPMENT PROJECTS Ms. Gettis announced that the Title 20 modifications to the Historic Preservation Fund Committee were approved. Staff is waiting for the Mayor's Nominating & Screening Committee to appoint a councilmember.</p> <p><u>MINUTES</u></p> <p>The Minutes of March 24, 2014 were approved as presented.</p>	Present	X	X	X		X	X		X	
			X	X		X	X		X	
		X				X	X		X	
				X					X	
		X	X			X	X			



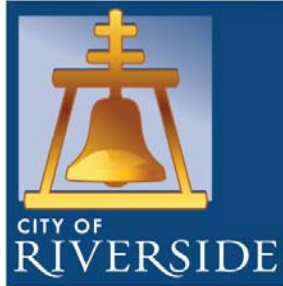
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CULTURAL HERITAGE BOARD MINUTES

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ART PICK COUNCIL CHAMBERS, CITY HALL
3900 MAIN STREET

Cultural Heritage Board Members

		M U R R I E T A	V A N W A R T	F I E L D	V A C A N T	S C H U L T E	H E R U	S U T T E R	P R E S T O N - C H A V E Z	G I L L E E C E
WARDS		1	2	3	4	5	6	7	C W 1	C W 1
<p><u>ADJOURNMENT</u></p> <p>The meeting was adjourned at 5:15 p.m. to the meeting of June 18, 2014 at 3:30 pm, in the Art Pick Council Chamber.</p>										



City of Arts & Innovation

CULTURAL HERITAGE BOARD MINUTES

WEDNESDAY, June 18, 2014, 3:30 P.M.
CITY HALL, 1st Floor Lobby
3900 MAIN STREET

Cultural Heritage Board Members

		MURRIETA	VAN WART	FIELD	VACANT	SCHULTE	HERU	SUTTER	PRESTON-CHAVEZ	GILLECE
WARDS		1	2	3	4	5	6	7	CW1	CW1
<p>Roll Call:</p> <p>Chair Heru called the meeting to order at 3:30 p.m. with all members present, except Board Members Murrieta and Schulte .</p> <p>COMMENTS FROM THE AUDIENCE There were no oral comments at this time.</p> <p><u>3:30 p.m. – CULTURAL HERITAGE BOARD FIELD TRIP</u></p> <p>The Cultural Heritage Board Members gathered in the first floor lobby and traveled as a group to the Center for Social Justice & Civil Liberties, 3855 Market Street, Riverside, CA.</p> <p>The board members were given a tour of the Center for Social Justice & Civil Liberties. There was no formal action taken by the board members.</p> <p><u>ADJOURNMENT</u></p> <p>The meeting was adjourned at 4:30 p.m. to the meeting of July 16, 2014 at 3:30 pm.</p>	Present		X	X	X		X	X	X	X