

HISTORIC PRESERVATION ADVISORY COMMITTEE

MEETING AGENDA

CHAIRPERSON:

Tyler Davis



VICE CHAIRPERSON:

Karen Ayala

COMMITTEE MEMBERS: Tyler Davis, Karen Ayala, Jay Hohlbauch, Jerome Melgar, Kim Lusk, Erick Arriaga

WEDNESDAY, APRIL 23, 2025

CITY OF VISALIA ADMINISTRATION BUILDING

LOCATED AT 220 NORTH SANTA FE STREET, VISALIA CA 93292

MEETING TIME: 5:30 PM

1. CALL TO ORDER
2. CITIZEN'S COMMENTS – This is the time for citizens to comment on subject matters that are not on the agenda but are within the jurisdiction of the Historic Preservation Advisory Committee (HPAC). You may provide comments to the HPAC at this time, but the HPAC may only legally discuss those items already on tonight's agenda.
3. MEETING MINUTES
 - A. April 9, 2025, Regular Meeting.
4. DISCUSSION ITEMS
 - A. Resignation of Michael Tomola
 - B. Appeal of HPAC Item No. 2025-05, 410 North Court Street – May 5, 2025, Visalia City Council Meeting
 - C. Historic Preservation Month Proclamation
 - D. Objective Design Standards – April 21, 2025, Visalia City Council Meeting
 - E. Historic District Survey Project Update
 - F. Committee and Staff Comments
 - i. Project Updates

G. Identification of Items for Future Agendas

5. ADJOURNMENT

In compliance with the Americans Disabilities Act, if you need special assistance to participate in meetings call (559) 713-4443 (Staff Representative) 48-hours in advance of the meeting. For Hearing Impaired – Call (559) 713-4900 (TTY) 48-hours in advance of the scheduled meeting time to request signing services. Visually Impaired - If enlarged print or a Braille copy is desired, please request in advance of the meeting and services will be provided as possible after the meeting. City Staff to the Committee is Cristobal Carrillo, Associate Planner, 559-713-4443, cristobal.carrillo@visalia.city.

Este Aviso es para informarle que habra una audiencia para el público ante el Comité de Preservación Histórica de la Ciudad de Visalia. Para más información, o para dar comentario público respecto a esta solicitud, por favor llame Cristobal Carrillo, Associate Planner, al numero (559) 713-4443 o cristobal.carrillo@visalia.city.

Additional information about the Historic Preservation Advisory Committee may be found by contacting Cristobal Carrillo, Associate Planner at 559-713-4443, or emailing cristobal.carrillo@visalia.city.

APPEAL PROCEDURE

According to the City of Visalia Zoning Ordinance Section 17.02.145 and Subdivision Ordinance Section 16.04.040, an appeal to the City Council may be submitted within ten days following the date of a decision by the HPAC. An appeal form with applicable fees shall be filed with the City Clerk at 220 North Santa Fe Street, Visalia, CA 93291. The appeal shall specify errors or abuses of discretion by the Planning Commission, or decisions not supported by the evidence in the record. The appeal form can be found on the city's website www.visalia.city or from the City Clerk.

THE NEXT REGULAR MEETING WILL BE HELD ON WEDNESDAY, MAY 14, 2025

MEETING MINUTES – APRIL 9, 2025

CITY OF VISALIA **HISTORIC PRESERVATION ADVISORY COMMITTEE**

Wednesday, April 9, 2025, at 5:30PM

All members
present.

CHAIR: Tyler Davis

VICE CHAIR: Karen Ayala

COMMITTEE MEMBERS:

Jay Hohlbauch, Jerome Melgar, Kim Lusk, Michael Tomola, Erick Arriaga

MEMBERS OF THE PUBLIC: Kevin Fistolera, Bruce McMahon, David Minyard

CITY STAFF: Cristobal Carrillo, Associate Planner, Catalina Segovia, Planning Technician

**City of Visalia Administration Building
220 North Santa Fe Street, Visalia CA 93292**

AGENDA

A. Citizen's Comments

None.

B. Meeting Minutes

1. March 26, 2025, Regular Meeting

A motion was made by Ayala, seconded by Tomola, to approve the meeting minutes. The motion was approved 7-0.

C. Projects

1. **HPAC Item No. 2025-05**: A request by Kevin Fistolera to replace 48 windows on a single-family residence in the D-MU (Downtown Mixed Use) Zone. The project site is located at 410 North Court Street (APN: 094-271-006).

Staff presented its report and recommended that the HPAC approve the request as modified by staff. Public comment in favor of the proposal was provided by project applicant and property owner Kevin Fistolera, and community member Bill Huott (via e-mail). Public comment in opposition to the request was provided via e-mail by community member Aaron Collins. Additional public comment was provided by Bruce McMahon. No other public comment was received.

The Committee and Fistolera discussed the merits of the proposal, debating whether the original windows should be approved for replacement. After discussion, a motion was made by Hohlbauch, seconded by Lusk, to approve the request with added conditions of approval requiring rescreening of the screened porch, and replacement of the dining room window with a new window containing the same features. The motion

failed by a vote of 5-2 (Hohlbauch and Tomola in favor), denying the request to replace the existing windows.

2. **HPAC Item No. 2025-06:** A request by Bruce McMahon to remodel an accessory dwelling unit in the R-1-5 (Single Family Residential, 5,000 square foot minimum site area) Zone. The project site is located at 808 and 808 ½ West Myrtle Avenue (APN: 096-151-009).

Staff presented its report and recommended that the HPAC approve the request as modified by staff. Public comment in favor of the proposal was provided by project applicant Bruce McMahon, property owner David Minyard, and community member Bill Huott (via e-mail). No other public comment was received.

The Committee and McMahon discussed modification of the proposal, in particular along the southern exterior of the building. After discussion, a motion was made by Melgar, seconded by Lusk, to approve the request with modifications and added conditions of approval as follows:

- That Condition No. 1.a be removed.
- That four new windows be placed on the southern building exterior, two on the first floor and two on the second floor, placed adjacent to each other and near the eastern portion of the southern building exterior.
- That the reveal of the new hardie board siding match the exposure of the existing siding on the building, to the greatest extent possible.
- That all new windows be vertically opening windows.

The motion passed by a vote of 7-0.

D. Discussion Items

1. City of Visalia Single Family Residential Objective Design Standards

[Note: The HPAC discussed Item D.1 last, following discussion of Items D.2 through D.4]

A motion was made by Lusk, seconded by Melgar, to draft a letter to the Visalia City Council, recommending that the City of Visalia's draft Single Family Residential Objective Design Standards not apply to sites within the Historic District. The motion passed by a vote of 7-0.

2. Historic District Survey Project Update

Staff stated that notices had been sent to property owners and occupants of the new area to be surveyed as part of the Historic District Survey Project, located between West Main Street, West Mineral King Avenue, South Giddings Street, South Dollner Street, and West Sierra Avenue. Davis stated that he would likely begin surveys within the following weeks.

3. Committee and Staff Comments

- a. Project Updates

Staff reminded the HPAC to RSVP for the upcoming Committees/Commission Recognition Event.

Staff and the HPAC then discussed the processes for the appeal of a decision of the HPAC.

Tomola and Lusk then discussed a meeting to discuss a potential HPAC presentation to the Tulare County Realtors Association.

4. Identification of Items for Future Agendas

None.

E. Adjournment

The meeting adjourned at 7:40pm.

Re: resignation



Michael Tomola <mjtomola@yahoo.com>
To ● Cristobal Carrillo

Reply

Reply All

Forward

Sun 04/13/2025 2:48 PM

Retention Policy 45 Day Retention (45 days) Expires 05/28/2025

- This sender mjtomola@yahoo.com is from outside your organization.
- You forwarded this message on 04/14/2025 8:26 AM.

Cristobal,

This is letter of resignation for the HPAC effective immediately, April 14, 2025. I appreciate my time on the committee. I don't feel I have the necessary background for this position.

Sincerely, Michael Tomola

Visalia City Council Ceremonial Document Policy

The Visalia City Council welcomes the opportunity to recognize local individuals and organizations that have distinguished themselves and brought pride to the community. Completed forms for Proclamations, Resolutions of Commendation and Certificates of Recognition that are received by the City Clerk's Office at least 30 days in advance of the presentation will be considered and if deemed in keeping with the City Council's policy, will be issued and a presentation scheduled. Requests received less than 30 days prior to presentation will be considered as time permits but may not be able to be accommodated.

The City of Visalia reserves the right to make the determination about whether a request meets the City's policy for recognition, and to determine the type of document to be issued. Fully completed forms play a key role in making the determination. If enough information is not provided in a timely manner to make a determination and prepare the appropriate document, the request may be declined. Staff will make the initial review, and if it's determined that a completed form being requested within the timeline for a local purpose does not meet policy, and it is a local request, it may be confirmed with the Mayor and Vice Mayor prior to being issued or declined.

Recognition documents may be presented at a mutually agreeable time and place, or at a City Council meeting. Staff will work with the recipients to determine what works best for them, in conjunction with the City Council's schedules to determine when and how the document will be presented.

All three forms of documents are signed by all five Council Members. For timeliness and convenience, the electronic signatures of each are often used on the documents.

Recognition Documents are generally reserved to recognize the following:

1. Local individuals or groups that have achieved a significant accomplishment or achievement, or have had a long-term impact on the community.
2. Local events that are unique to Visalia or the immediate surrounding area.
3. Individuals, groups or events that have not been recognized in the last three years.
4. Participants/teams that are successful at a state, western state, national or world level.
5. Visalians who are celebrating life events such as anniversaries celebrating 50 years or more, birthdays of 100 years or more, etc.
6. Local businesses that have been conducting business in Visalia for more than 50 years, and/or garner a significant state or national recognition. (Sales/operational goal awards do not constitute significant state or national recognition.)

Requests that are generic in nature and/or are not local to Visalia, and requests that are commercial, political, overtly religious or expound a particular point of view are not qualified, or if appropriate, will be modified to meet the policy. In the case of nationally or state recognized events or activities, recognition may be provided if there is a significant and specific local event or activity that can be the focus of the Council's document.



Resolution/Proclamation Request
PLEASE REFER TO THE POLICY PRIOR TO SUBMITTING

Local Person/Local organization to be honored: _____

Reason/event: _____ Date resolution/proclamation needed: _____

Person submitting request: _____ Contact Phone: _____

Please provide appropriate local history on the person/organization to be honored:

Please provide at least 5-8 significant facts that focus on the local event, organization, or person that may be included in the document. It may not be possible to include every fact, but it is helpful to have as much information as possible.

What is the single most important fact that you believe should be included?

Is there a Council Member that you would like to request make this presentation? (Requests will be accommodated as schedules permit.)

Would you prefer to have this presented at a Council meeting or an event? _____

Date of Council Meeting to be presented, if applicable: _____
(Council meets 1st and 3rd Monday of each month)

If at an event, please provide the date, location, time, contact person and contact phone number:

Completed requests for proclamations and resolutions need to be submitted at least 30 days in advance of the presentation date. Applications can be submitted to the City Clerk's Office, 220 N. Santa Fe St., Visalia, CA 93292; or faxed to (559) 713-4800. Questions can be directed to the Chief Deputy City Clerk, (559) 713-4512.