

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, Jocelyn Duran

WEDNESDAY, NOVEMBER 12, 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. October 22, 2025, Regular Meeting
4. PROJECT REVIEW
 - A. **HPAC Item No. 2025-20**: A request by Kar May Kwong to conduct exterior alterations to a building in the O-C (Office Conversion) Zone. The project site is located at 920 West Main Street (APN: 093-225-011).
5. DISCUSSION ITEMS
 - A. Historic Recognition/Awards Program
 - B. Historic District Survey Project
 - i. Survey Results Discussion
 - ii. Creation of Citywide Survey Sub-Committee

C. Committee and Staff Comments

- i. Project Updates
- ii. Cancellation of November 26, 2025 Regular Meeting

D. Identification of Items for Future Agendas

4. 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, DECEMBER 10, 2025

HISTORIC PRESERVATION ADVISORY COMMITTEE MEETING AGENDA

Ayala and Davis
absent. All other
members present.

CHAIRPERSON:

Tyler Davis



VICE CHAIRPERSON:

Karen Ayala

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

MEMBERS OF THE PUBLIC: Angelica Calderon

CITY STAFF: Cristobal Carrillo, Associate Planner, Nolan Brown, Planning Technician

WEDNESDAY, OCTOBER 22, 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 – 5:30pm

Following the call to order, staff noted that Chair Davis and Vice-Chair Ayala were absent, necessitating the election of a temporary Chair to lead the meeting. Staff requested nominations for the temporary Chair.

A nomination was then made by Arriaga, seconded by Hohlbauch, to appoint Melgar as the temporary Chair. No other nominations were made. The motion then passed by a vote of 5-0. Melgar then lead the meeting.

- 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.

None.

3. MEETING MINUTES

A. September 24, 2025, Regular Meeting

A motion was made by Lusk, seconded by Hohlbauch, to approve the meeting minutes. The motion was approved 5-0.

4. PROJECT REVIEW

A. **HPAC Item No. 2025-19:** A request by Angelica Calderon to add a carport to a residence in the R-1-5 (Single Family Residential, 5,000 square foot minimum site area) Zone. The project site is located at 620 North Stevenson Street (APN: 093-166-002).

Staff presented its report and recommended that the HPAC approve the request as conditioned. The project applicant Angelica Calderon provided comments in support of the proposal. Discussion followed regarding the design of the carport and setback requirements. A motion was then made by Hohlbauch, seconded by Lusk, to approve the request as conditioned. The motion passed by a vote of 5-0.

5. DISCUSSION ITEMS

A. October 20, 2025, Visalia City Council Meeting – Annual Report to the City Council

Staff and Committee discussed the review of the HPAC Annual Report to the City Council.

B. Historic Recognition/Awards Program

Discussion was postponed to the next regular meeting due to the absence of Davis.

C. Historic District Survey Project

Discussion was postponed to the next regular meeting due to the absence of Davis and Ayala.

D. Committee and Staff Comments

I. Project Updates

Staff provided comments about various sites within the Historic District and Local Register, including 303 West Noble Avenue, 701 South Watson Street, and 410 North Court Street.

The Committee also discussed the dates of upcoming meetings.

E. Identification of Items for Future Agendas

Duran asked about the possibility of adding 945 West Howard Avenue to the Local Register, and about locating sites in the wider City for possible historic designation. Discussion occurred regarding reaching out to the owner of 945 West Howard Avenue, and about creating a subcommittee to identify sites in other areas of the City for potential historic designation. It was requested that this be added as a discussion item for the next regular meeting.

6. ADJOURNMENT – 6:05pm.



REPORT TO THE CITY OF VISALIA HISTORIC PRESERVATION ADVISORY COMMITTEE

HEARING DATE: November 12 , 2025

PROJECT PLANNER: Nolan Brown, Planning Technician
Phone: (559) 713-4359
E-mail: Nolan.Brown@Visalia.Gov

SUBJECT: Historic Preservation Advisory Committee Item No. 2025-20: A request by Kar May Kwong to conduct exterior alterations to a building in the O-C (Office, downtown business district) Zone. This project is located at 920 West Main (APN: 093-225-011).

STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve the exterior alterations to the structure as conditioned by staff.

SITE DATA

The site is zoned O-C and is located within the Historic District. The structure is not listed on the Local Register of Historic Structures. The property contains a converted single-family residence that previously contained a beauty salon, with a five stall parking lot in the rear of the property, accessible via the alleyway.



PROJECT DESCRIPTION

The applicant is requesting approval to conduct exterior alterations to the structure by removing an original window and replacing it with a Shaker style door at the northeast corner of the structure, and removing a window on the north side of the building, to be replaced with plywood siding similar to what is already on the northern building exterior.

The applicant is also in the process of conducting a reroof of the structure. A Building Permit was issued for this work on October 29, 2025, as HPAC review is not required for a reroof.

DISCUSSION

Architectural Compatibility

Historic Preservation Ordinance requirements for properties solely within the Historic District (VMC Sec. 17.56.100) do not prohibit or discourage exterior alterations to structures. Instead, alterations must preserve compatibility with the overall Historic District and surrounding structures. The sections of the VMC relevant to this proposal require that the HPAC consider the following:

- Relationship of materials and textures, so that any alterations enhance neighborhood qualities such as compatibility, similarity, and continuity.
- Relationship of architectural details and roof shapes, so that alterations are compatible in appearance with surrounding structures.
- Directional Expression of Front Elevations. Structural shape, placement of openings, and architectural details should be used to give a compatible appearance with adjacent structures that may be horizontal, vertical or nondirectional in nature.

The exterior changes are visually consistent with the surrounding neighborhood and proposed changes will not subtract from the architectural and historical significance of the structure or neighborhood. Although the proposal sets to remove original windows from the building, the property owner is placing a period appropriate door in its place and will replace any plywood siding effected by this change with similar plywood materials. In addition, the proposed exterior change will not significantly effect views of the structure from the right of way, as the alterations face areas away from any major streets. Furthermore, the proposed removal of a window from the north façade of the structure will create symmetry, leaving two windows east and west of the doorway.

Staff recommends that Condition No. 2 be included, requiring the addition of borders and moldings to the new door, so that it retains a similar appearance to the existing doors and windows on the structure. With the above, staff believes that the proposed alterations substantially retain the structures historic character and neighborhood compatibility.

FINDINGS AND CONDITIONS

For HPAC Item No. 2025-20 staff recommends that the Committee approve the exterior alterations to the single-family residence subject to the findings and conditions listed below:

Findings

1. That the project site is not listed on the Local Register of Historic Structures and is within the Historic District.
2. That the proposed alterations to the structure as conditioned are consistent with residential uses onsite, the surrounding area, and the Historic District.
3. That the proposed alterations to the structure as conditioned are consistent with the Historic Preservation Ordinance and Historic Preservation Element.
4. That the proposed alterations to the structures as conditioned will not be injurious to the character of the Historic District.

Conditions

1. That the site shall be developed consistent with the development plan in Exhibit "A" and building elevations in Exhibit "B".
2. That borders and moldings are added to the new door, similar to the what is present for the existing windows, for visual combability.
3. That the project undergoes the appropriate City permitting process for exterior alterations on the project site.
4. That any other exterior alterations to the site shall be brought before this Committee for review and approval prior to the issuance of any Building Permits and/or their installation or construction.
5. That all other City codes, ordinances, standards, and regulations shall be met.

6. That the approval from the Historic Preservation Advisory Committee shall lapse and become void twelve months after the date on which it became effective, unless the conditions of the approval allowed a shorter or greater time limit, or unless prior to the expiration of twelve months a building permit is issued by the city and construction is commenced and diligently pursued toward completion on the site that was the subject of the approval.

ATTACHMENTS

- Exhibit “A” – Development Plan
- Exhibit “B” – Building Elevations
- Exhibit “C” – Historic District Survey Form – 920 West Main Street
- Aerial Map
- Historic District and Local Register Map

APPEAL INFORMATION

According to the City of Visalia Zoning Ordinance Section 17.56.060, an appeal to the City Council may be submitted within ten days following the date of a decision by the Historic Preservation Advisory Committee (HPAC). An appeal shall be in writing and shall be filed with the City Clerk at 220 N. Santa Fe Street. The appeal shall specify errors or abuses of discretion by the HPAC, 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.

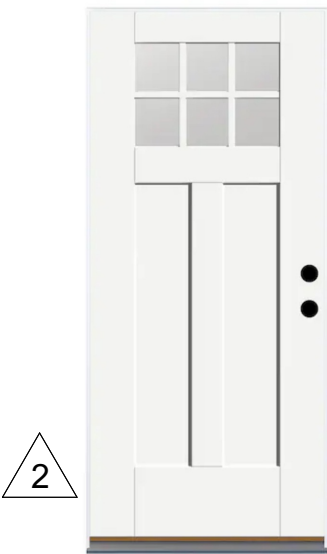
EXHIBIT A

JOB SITE ADDRESS
920 E MAIN ST VISALIA CA

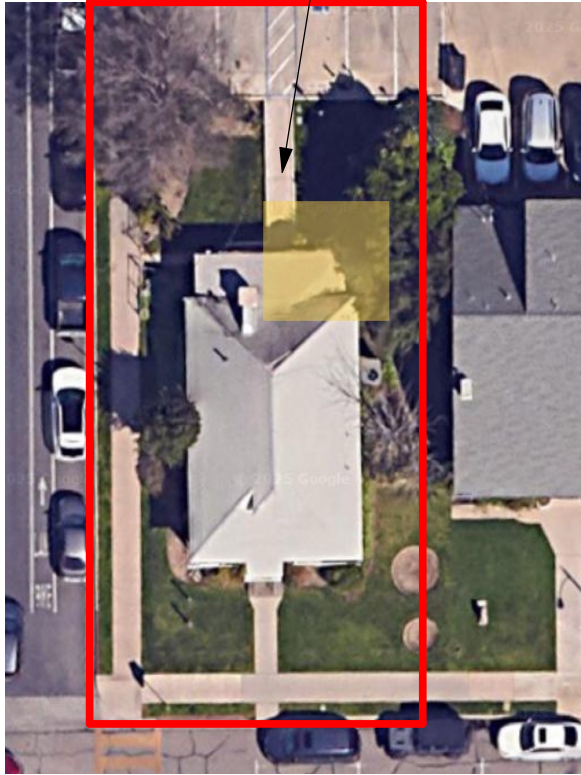
SCOPE OF WORK:

1 DEMO WINDOW AND
PATCH PLYWOOD SIDING
WITH LIKE MATERIAL

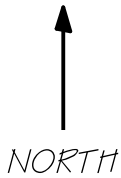
2 DEMO WINDOW AND
INSTALL NEW
CRAFTSMAN SHAKER 36"
DOOR
REUSE EXISTING
FRAMING
INSTALL NEW FLASHING
AND 1"x4" SQUARE DOOR
TRIM



2 THERM-TRU, SHAKER
ENTRY DOOR,
FIBERGLASS
CRAFTSMAN
PANTED WHITE TO
MATCH HOUSE



WORK AREA

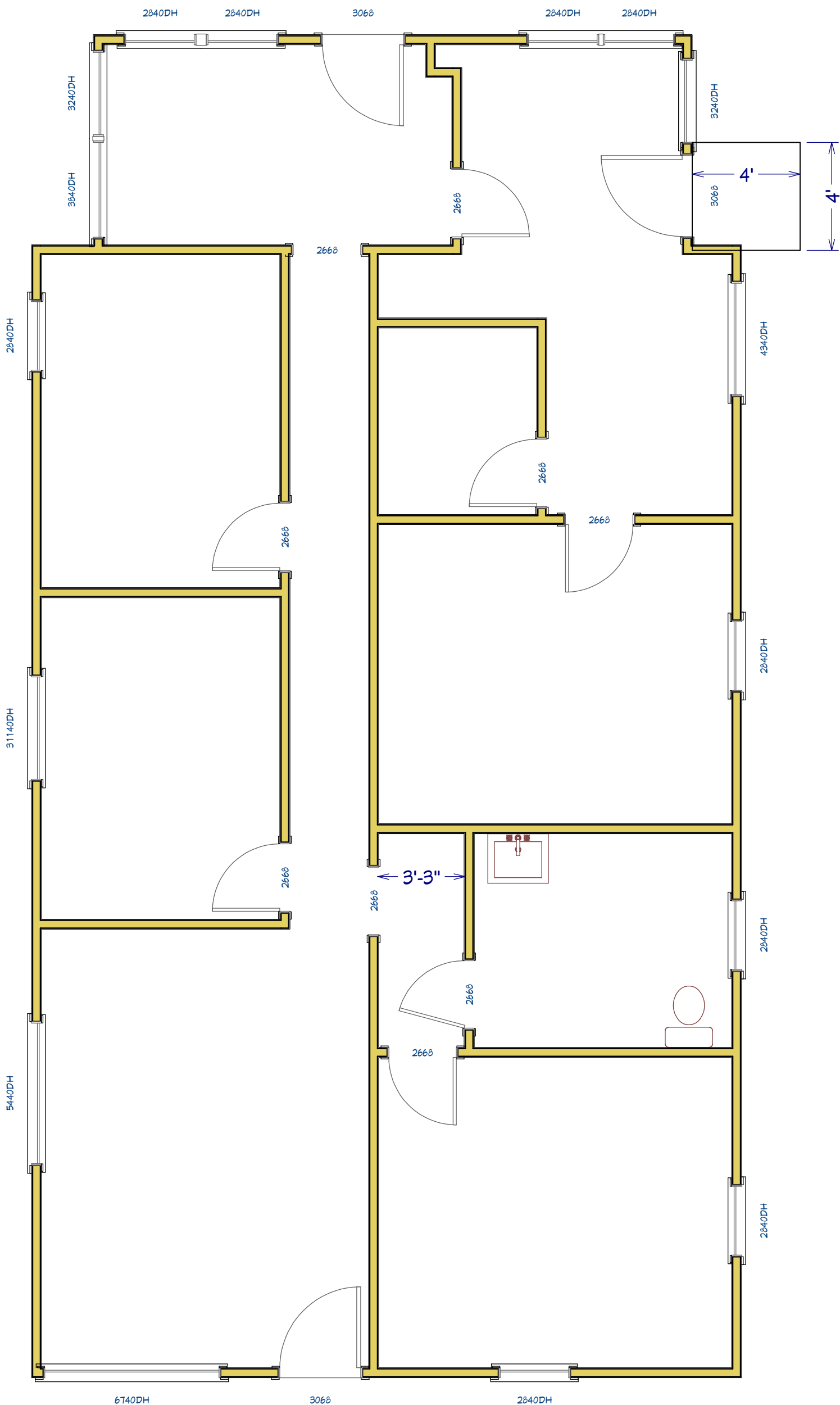


DEMO WINDOW
PATCH PLYWOOD SIDING

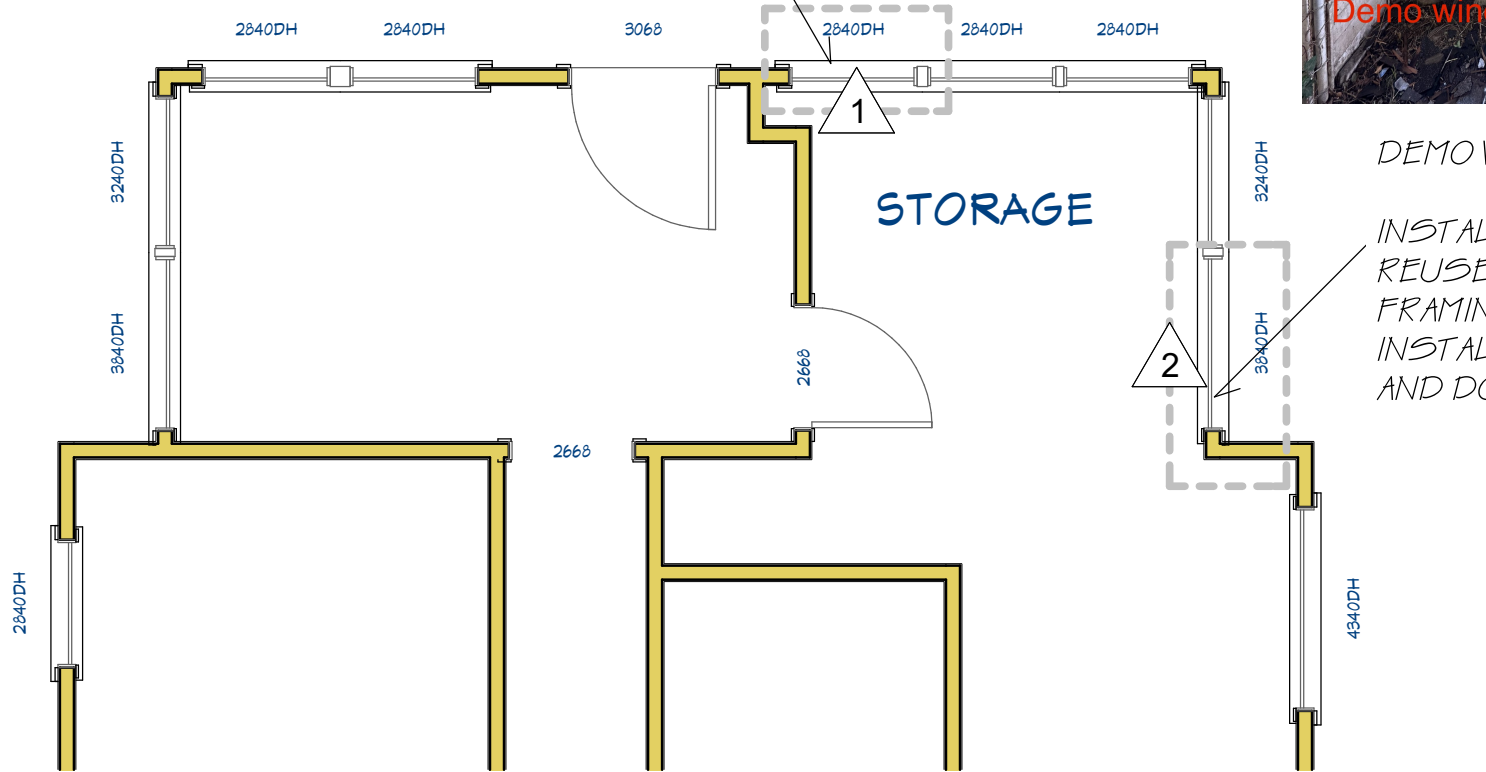


DEMO WINDOW
INSTALL 36" DOOR
REUSE EXISTING
FRAMING
INSTALL NEW FLASHING
AND DOOR TRIM

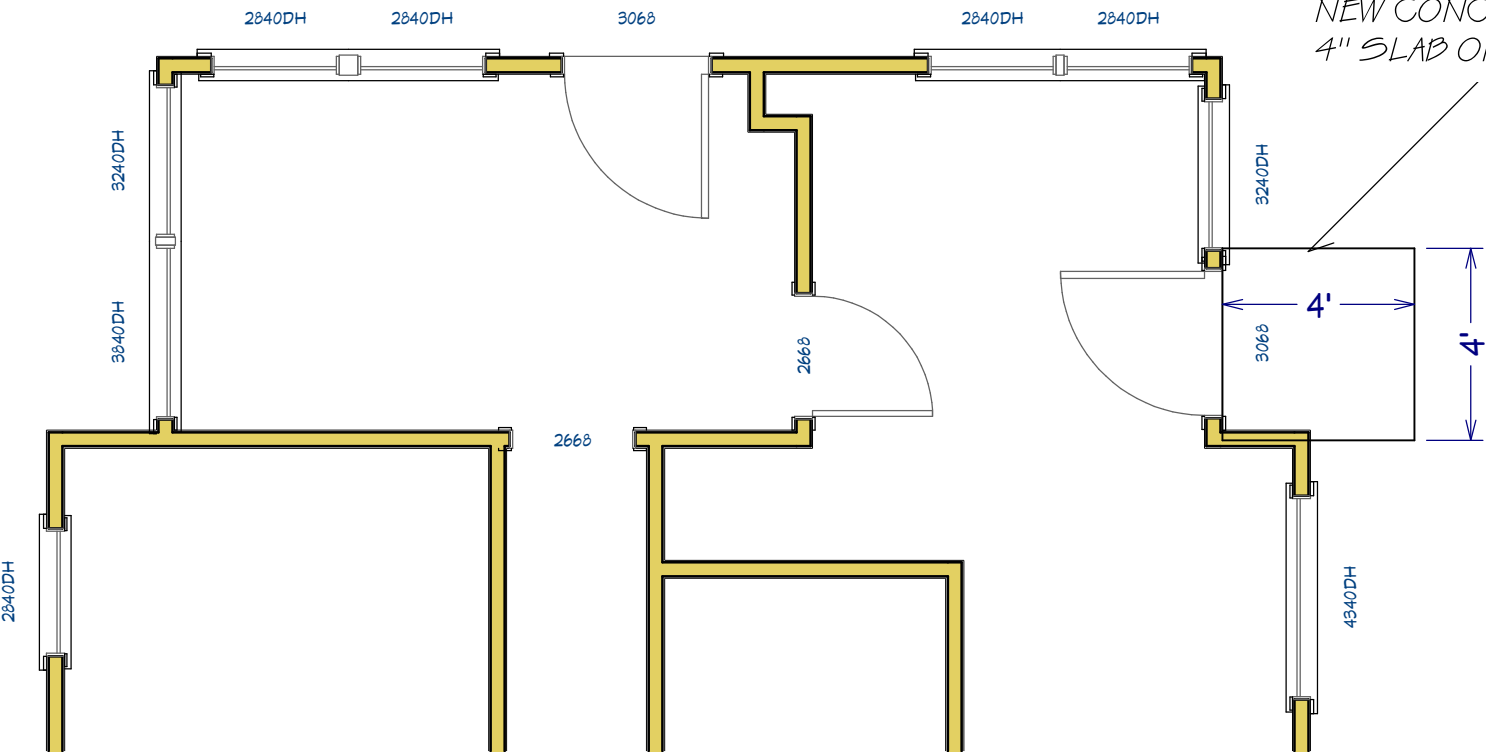
CURRENT FLOOR PLAN



CURRENT PLAN



NEW CONCRETE LANDING
4" SLAB ON GRADE



PURPOSED PLAN

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NO.	DESCRIPTION	BY	DATE

SHEET TITLE:	PURPOSED WORK
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PROJECT DESCRIPTION:	QUANG
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DRAWINGS PROVIDED BY:	FRONTIER CONSTRUCTION
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DATE:

SCALE:
1/4" = 1'

SHEET:

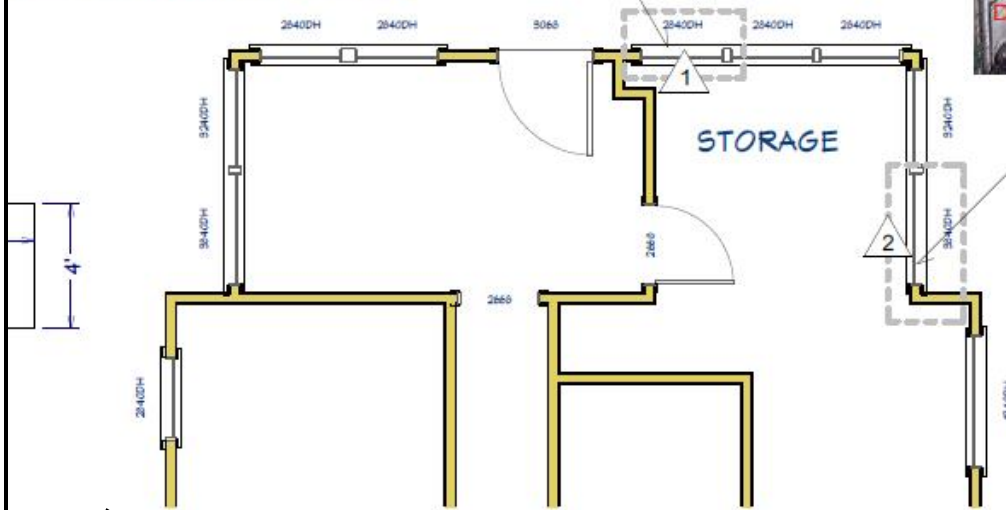


DEMO WINDOW
PATCH PLYWOOD SIDING

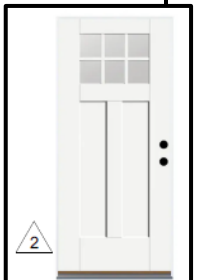


DEMO WINDOW

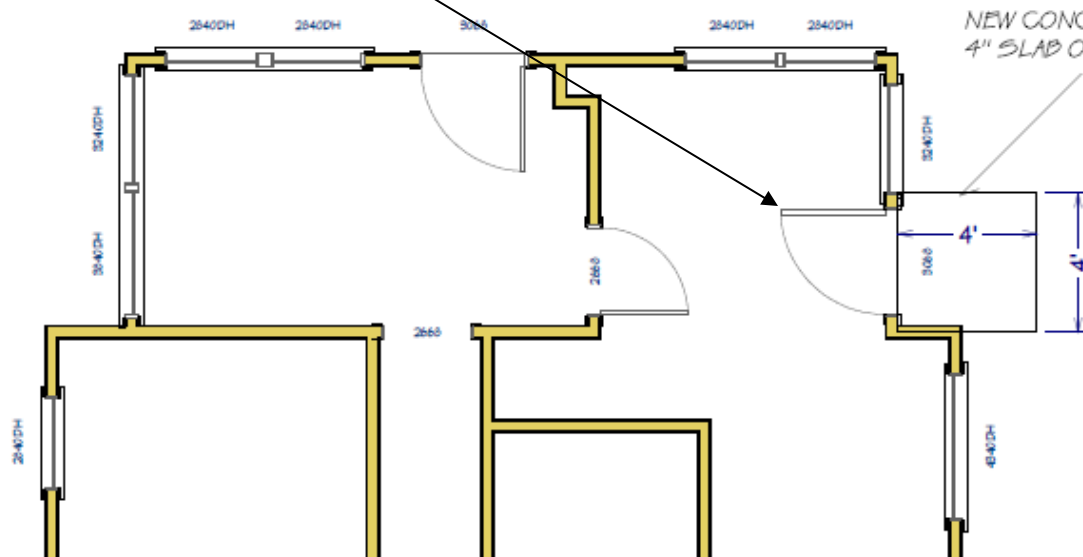
INSTALL 36" DOOR
REUSE EXISTING
FRAMING
INSTALL NEW FLASHING
AND DOOR TRIM



CURRENT PLAN



2
THERM-TRU, SHAKER
ENTRY DOOR,
FIBERGLASS
CRAFTSMAN
PAINTED WHITE TO
MATCH HOUSE



NEW CONCRETE LANDING
4" SLAB ON GRADE

PURPOSED PLAN

EXHIBIT B



South Elevation – Facing West Main Street



West Elevation – Facing North Jacob Street



North Elevation – Facing Alleyway



East Elevation – Facing 918 West Main Street



East Elevation – Facing 918 West Main Street

EXHIBIT C

SURVEY FORM

Address: 920 W. Main

Lot Size: Front 501 (approx)

APN #: Book 93 Block 225 Lot 10

Side 125'
Odd Shapes _____

FIELD SURVEY

1. Present Use: ☐ Vacant, ☒ Single Family, ☐ Duplex, ☐ Apartments, ☐ Vacant Lot, ☐ Commercial/Industrial, ☐ Institutional/Public, ☐ Offices, Other _____
2. Physical Description: Number of Stories 1
Roof Type: ☐ Gable, ☒ Hip, ☐ Flat, ☐ Gambrel, ☐ Jerkinhead, Other _____
Building Material: ☒ Wood, ☐ Shingle, ☐ Stucco, ☐ Brick, ☐ Concrete, Other _____
Style: ☒ Bungalow, ☐ Western Stick, ☐ Colonial Revival, ☐ Period/Tutor Revival, ☐ Vernacular, ☐ Queen Anne/Eastlake, ☐ Stick, ☐ Mission Style, ☐ Spanish Colonial Revival, ☐ Utilitarian, Other _____
3. Alterations: ☐ Yes, ☐ No, ☒ Maybe Comment: front picture window
4. Condition: ☐ Excellent, ☒ Good, ☐ Fair, ☐ Poor
5. Surroundings: ☐ Open Land, ☐ Landscaped lot, ☒ Residential, ☐ Commercial
6. Related Features: ☐ Architectural Details, ☐ Landscaping, ☐ Trees, ☒ Related Structures, Other detached garage

Photo Number: _____

Description: _____



Clapboard siding
Hip dormer vent
at top of house.
Shed roof projection
over front door steps.
Double hung windows
and one picture
window in front.

HISTORIC RESEARCH

1. Present Owner: _____
2. Common Name: _____
3. Historic Name: _____
4. Original Owner: R. E. FRENCH
5. Present Zoning: _____
6. Year of Original Construction: _____
7. Subsequent Alterations: 1945, 1946
8. Architect: _____
9. Builder/Contractor: _____
10. Original Use: ☒ Single Family, ☐ Duplex, ☐ Apartments, ☐ Commercial,
☐ Industrial, ☐ Public/Institutional, Other _____
11. Past Uses: _____
12. Evaluation of Historical Importance: ☐ Associated with important event,
☐ Associated with important individual, Other _____
13. Main Theme of Historic Resource (check only one): ☐ Architecture,
☐ Arts & Leisure, ☐ Economic/Industrial, ☐ Exploration/Settlement,
☐ Government, ☐ Military, ☐ Religion, ☐ Social/Educational
14. Briefly State Historical Importance (dates, persons, events, etc.) _____

Sources: (list books, documents, surveys, interviews, and publishing dates)

Consultants Only Below Line

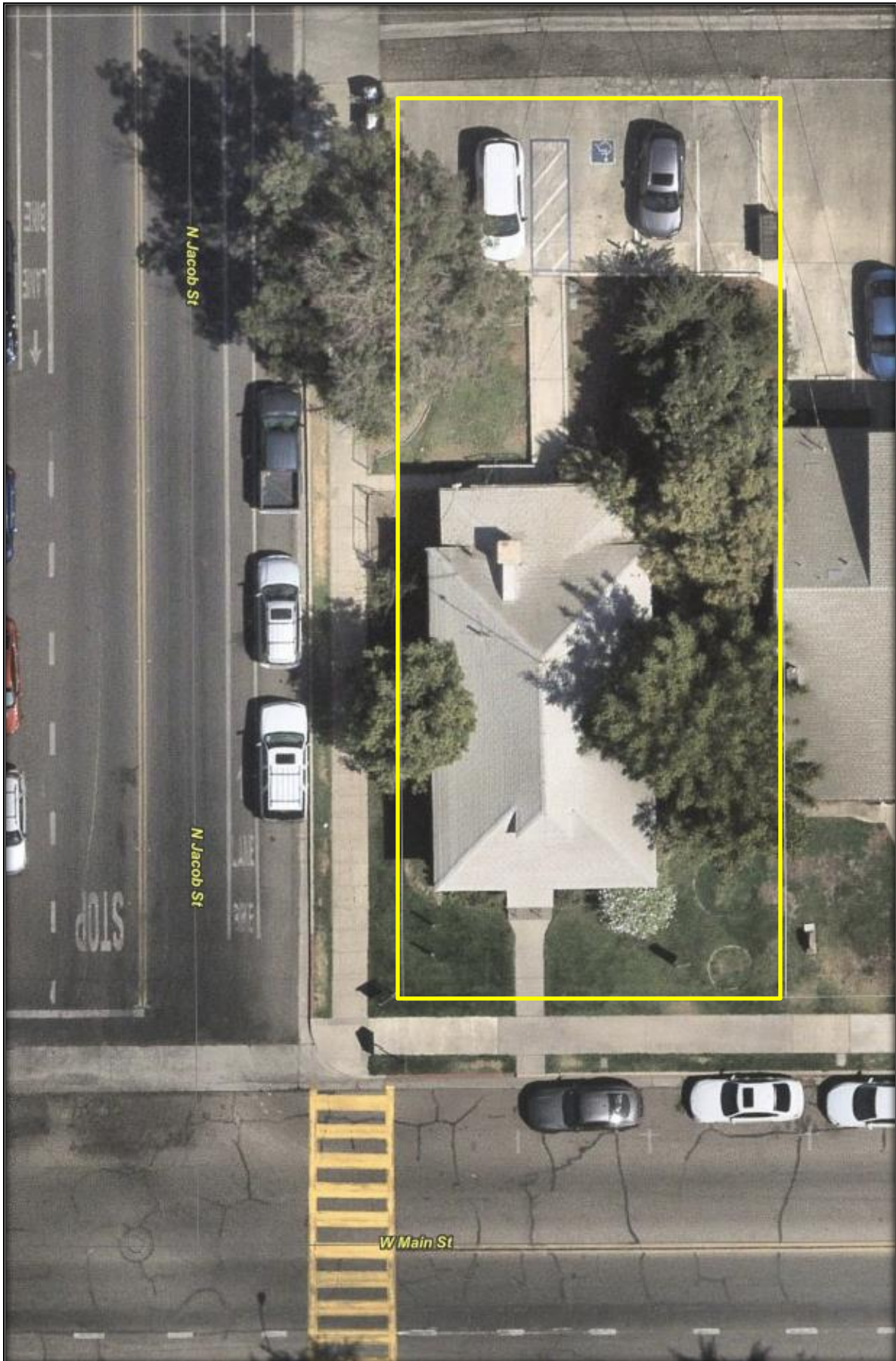
Architectural Style:

Details:

Evaluation:

Comments:

AERIAL MAP



HISTORIC DISTRICT & LOCAL REGISTER MAP

