

# 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, JANUARY 28, 2026**

**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. January 14, 2026, Regular Meeting
4. PROJECT REVIEW
  - A. **HPAC Item No. 2026-03:** A request by Adrian Ortega to remove three awnings and place a wall sign on a building within the D-MU (Downtown Mixed Use) Zone. The project site is located at 309 North Garden Street (APN: 094-282-003).
5. DISCUSSION ITEMS
  - A. Historic District Survey Project – Discussion with Paul Bernal, Planning and Community Preservation Director
  - B. Historic Recognition/Awards Program
  - C. Committee and Staff Comments
    - i. Project Updates

D. Identification of Items for Future Agendas

6. 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.gov](mailto:cristobal.carrillo@visalia.gov).

Éste Aviso es para informarle que habrá 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.gov](mailto:cristobal.carrillo@visalia.gov).

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.gov](mailto:cristobal.carrillo@visalia.gov).

**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.gov](http://www.visalia.gov) or from the City Clerk.

**THE NEXT REGULAR MEETING WILL BE HELD ON WEDNESDAY, FEBRUARY 11, 2026**

# MEETING MINUTES – JANUARY 14, 2026, HISTORIC PRESERVATION ADVISORY COMMITTEE

## HISTORIC PRESERVATION ADVISORY COMMITTEE

### MEETING AGENDA

Lusk 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: Robert Cocagne, Cisco Bergen, Martha Govea, Ryan Howard, Ken Turner

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

**WEDNESDAY, JANUARY 14, 2026**

**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. December 10, 2025, Regular Meeting

A motion was made by Melgar, seconded by Duran, to approve the meeting minutes. The motion was approved 6-0.

#### 4. PROJECT REVIEW

A. **HPAC Item No. 2025-24**: A request by Ken Turner to place a wall sign on the rear of a building within the O-C (Office Conversion) Zone. The project site is located at 902 West Center Avenue (APN: 093-224-006).

Staff presented its report and recommended that the HPAC approve the request as conditioned. The project applicant Ken Turner provided comments in support of the proposal. Additional public comment was received via e-mail from Bill Huott in support of the request. Discussion followed, after which a motion was made by Hohlbauch, seconded by Melgar, to approve the request. The motion passed by a vote of 6-0.

B. **HPAC Item No. 2025-22**: A request by Jatinder Chopra to replace 11 windows, enclose 1 window, and replace wood fencing, for a single family residence in the R-1-5 (Single Family Residential, 5,000 square foot minimum site area) Zone. The project site is located at 517 West Myrtle Ave (APN: 096-144-004).

Staff presented its report and recommended that the HPAC approve the request as conditioned. Public comment was received via e-mail from Bill Huott in support of the request. Discussion followed, with questions addressed concerning the proposed HVAC unit. After discussion, a motion was made by Hohlbauch, seconded by Ayala, to approve the request. The motion passed by a vote of 6-0.

C. **HPAC Item No. 2026-02**: A request by Ryan Howard to add a pergola to a single family residence in the R-1-5 (Single Family Residential, 5,000 square foot minimum site area) Zone. The project site is located at 719 North Willis Street (APN: 093-163-009).

Staff presented its report and recommended that the HPAC approve the request as modified and conditioned by staff. The project applicant and property owner Ryan Howard provided comments in support of the proposal as originally proposed. Additional public comment was received via e-mail from Bill Huott in support of the applicant's request. Discussion followed regarding design and construction of the proposed pergola. In particular discussion occurred regarding whether the design of the existing pergola on the southern exterior of the residence could be replicated, and whether braces on the pergola would be required by the Building Code. Following discussion, a motion was made by Ayala, seconded by Melgar, to approve the request with the following modifications to the conditions of approval:

- That Condition No. 3 be modified to state the following: *That the proposed pergola shall not contain decorative braces, unless required by the Building Code.*

The motion passed by a vote of 6-0.

D. **HPAC Item No. 2025-23**: A request by Martha M Govea to install a wrought iron and wire fence to a residence in the D-MU (Downtown Mixed Use) Zone. The project site is located at 216 East School Avenue (APN: 094-272-007).

Staff presented its report and recommended that the HPAC approve the request as modified and conditioned by staff. The project applicant and property owner Martha Govea provided comments in support of the proposal as originally proposed. Additional public comments were received by Cisco Bergen (in person), and Bill Huott (via e-mail) in support of the applicant's request. Discussion followed regarding the appropriateness of the wire material, the overall height of the fencing, and landscaping considerations. Following discussion, a motion was made by Melgar, seconded by Hohlbauch, to approve the request with the following modifications to staff's recommendation:

- That Condition No. 1.a be removed and replaced with the following:

- 1.a. – That the fence and gates shall be at a consistent height of 5 feet.
- 1.b. – That the fencing shall be made of wire material, except for all entry gates which shall be made of wrought iron material.
- 1.c. – That shrubbery shall be planted all along the areas where wire fencing material is located.

The motion passed by a vote of 6-0.

E. **HPAC Item No. 2026-01:** A request by Robert Cocagne to develop a single family residence, detached garage, and accessory dwelling unit within the R-1-5 (Single Family Residential, 5,000 square foot minimum site area) Zone. The project site is located at 709 North Highland Street (APN: 093-162-013).

At the start of the public hearing Ayala recused herself due to owning property within 300 feet of the project site. Afterwards, staff presented its report and recommended that the HPAC approve the request as modified and conditioned by staff. The project applicant Robert Cocagne provided comments in support of the proposal. Additional public comment was received via e-mail from Bill Huott in support of the request, and by Ryan Howard. Discussion followed regarding the design of the residence, including exterior wall treatments and features such as vents, rafter tails, and brackets. Following discussion, a motion was made by Melgar, seconded by Arriaga, to approve the request with the following modifications to staff's recommendation:

- That Condition No. 7 be modified to only require wood materials for the stair railings if they are not screened from view of the public right of way by fencing.
- That Condition No. 13 be added requiring the inclusion of exposed rafter tails on all exteriors of the residence and detached garage except where rain gutters are present.

The motion passed by a vote of 5-0.

## 5. DISCUSSION ITEMS

- A. January 28, 2026, HPAC Meeting – Historic District Survey Project Discussion with Paul Bernal, Planning and Community Preservation Director
- B. 2026 HPAC Schedule of Meetings
- C. HPAC Subcommittee Assignments
- D. Historic Recognition/Awards Program
- E. Historic District Survey Project
- F. Committee and Staff Comments
  - i. Project Updates
- G. Identification of Items for Future Agendas

Due to the late hour, it was motioned by Ayala, seconded by Hohlbauch, to table all Discussion Items to the regular meeting of January 28, 2026. The motion passed 6-0.

## 6. ADJOURNMENT – 7:44pm.



## REPORT TO THE CITY OF VISALIA HISTORIC PRESERVATION ADVISORY COMMITTEE

HEARING DATE: January 28, 2026

PROJECT PLANNER: Nolan Brown, Planning Technician  
Phone: (559) 713-4359  
E-mail: [nolan.brown@visalia.gov](mailto:nolan.brown@visalia.gov)

**SUBJECT:** Historic Preservation Advisory Committee Item No. 2026-03: A request by Adrian Ortega to remove three awnings and place a wall sign on a building within the D-MU (Downtown Mixed Use) Zone. The project site is located at 309 North Garden Street (APN: 094-282-003).

### STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve the proposal as conditioned by staff.

### SITE DATA

The site is zoned D-MU (Downtown Mixed Use). A hair salon is currently active onsite. The project site is located within the Historic District and building listed on the Local Register of Historic Structures. The structure exhibits Vernacular Commercial architectural elements and is classified as "Focus" on the Local Register.



The property is located within the City of Visalia Downtown Retail Overlay District (DROD), which provides its own design guidelines for buildings within the Downtown core. Applicable criteria can be found in Visalia Municipal Code Chapters 17.48 and 17.58. The proposal meets all requirements of the DROD.

### PROJECT DESCRIPTION

The applicant is requesting approval to conduct the following exterior alterations:

1. Add an approximately 20 square foot wall sign to the eastern exterior of the building. The signage will be made of brushed aluminum materials (see Exhibit "C").
2. Remove three cloth awnings from the eastern building exterior (see Exhibit "D").

All work proposed has already been conducted. A courtesy notice was sent to the property owner on December 15, 2025, informing them of the need for HPAC review and issuance of a Building Permit. A complete application for HPAC review was submitted on January 21, 2026. No other exterior alterations are proposed.

## DISCUSSION

### Architectural Compatibility

#### *Signage*

Per Visalia Municipal Code Section 17.56.050.C.4, reviews of signage requests shall consider only the proposed design and/or materials, and not the proposed size or location. The metal, lustrous material proposed by the project applicant has been employed at other locations within the Historic District. Specifically, the material is present on the wall signage for the Visalia Arts visual arts center, located west of the project site at 214 East Oak Avenue (see Figure 1). Furthermore, the channel letter signage obscures very little of the building exterior, preserving views of the brick material. And due to its small size, the signage does not take focus away from the building, preserving the overall historic character of the site. Given the above, it is recommended the signage be permitted to stay in place.



#### *Awnings*

Per Historic Survey photos provided in Exhibit "E", the awnings do not appear to have been original to the structure. Records show that the awnings were added in approximately 1987. Removal of the awnings restores the original building façade, and refocuses attention to the architectural elements of the structure, such as the windows and decorative brick inlay over the windows, doors, and parapet walls. As such it is recommended that the awnings not be reinstalled.

#### Building Permit

Since all the work proposed has already been conducted without the issuance of a Building Permit, staff recommends the inclusion of Condition No. 3, requiring the applicant to obtain a Building Permit for the proposal within 30 days of the date of the HPAC's decision, and to pass a final building inspection within 60 days of the HPAC's decision. The condition will ensure that the signage is installed according to Building Code requirements.

## FINDINGS AND CONDITIONS

For HPAC Item No. 2026-03 staff recommends that the Committee approve the proposed wall signage, based upon the following:

#### Findings:

1. The site is within the Historic District and is listed in the Local Register of Historic Structures.
2. That the proposal is consistent with residential uses onsite, the surrounding area, and the Historic District.

3. That the proposal is in keeping with the purpose and intent of the Historic Preservation Element and Ordinance.
4. That the proposal will not be injurious to the character of the Historic District and surrounding area.

**Conditions:**

1. That the site shall be developed consistent with the site plan in Exhibit "A" and elevations in Exhibits "B" and "C".
2. That the project shall undergo the appropriate City permitting process.
3. The applicant obtain a Building Permit for all work proposed, and that permits be obtained within 30 Days of the date of HPAC's decision, and a passing final inspection within 60 days of the HPAC's decision.
4. That any significant changes in the operation of the proposed use, or any other changes to the exterior of onsite structures, be brought back to the Historic Preservation Advisory Committee prior to any review by the Planning Commission and/or issuance of a Building Permit.
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.

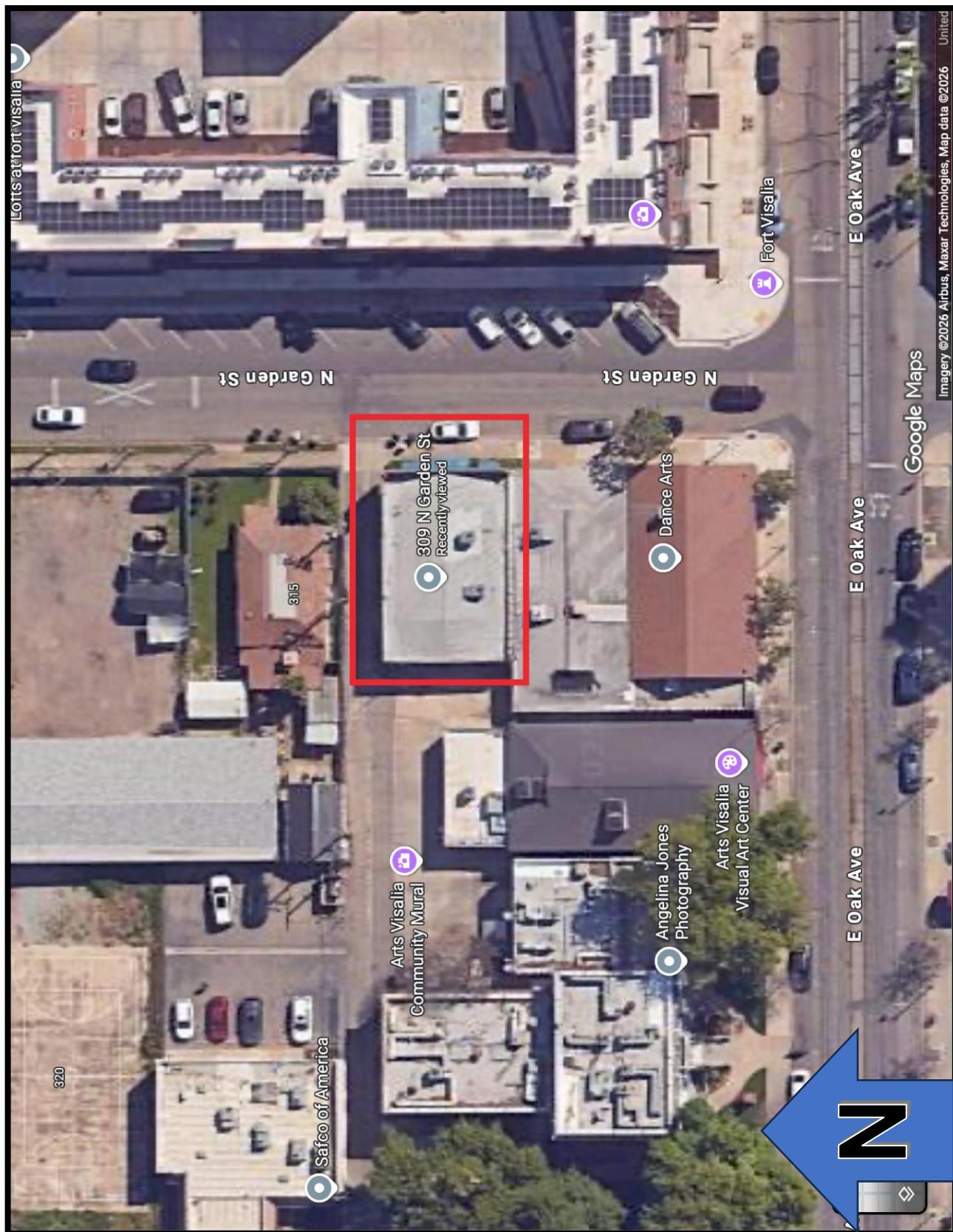
**ATTACHMENTS**

- Exhibit "A" – Site Plan
- Exhibit "B" – Building Elevations
- Exhibit "C" – Proposed Signage
- Exhibit "D" – Awnings (2024)
- Exhibit "E" – Historic District Survey Sheet
- 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](http://www.visalia.city) or from the City Clerk.

## EXHIBIT A

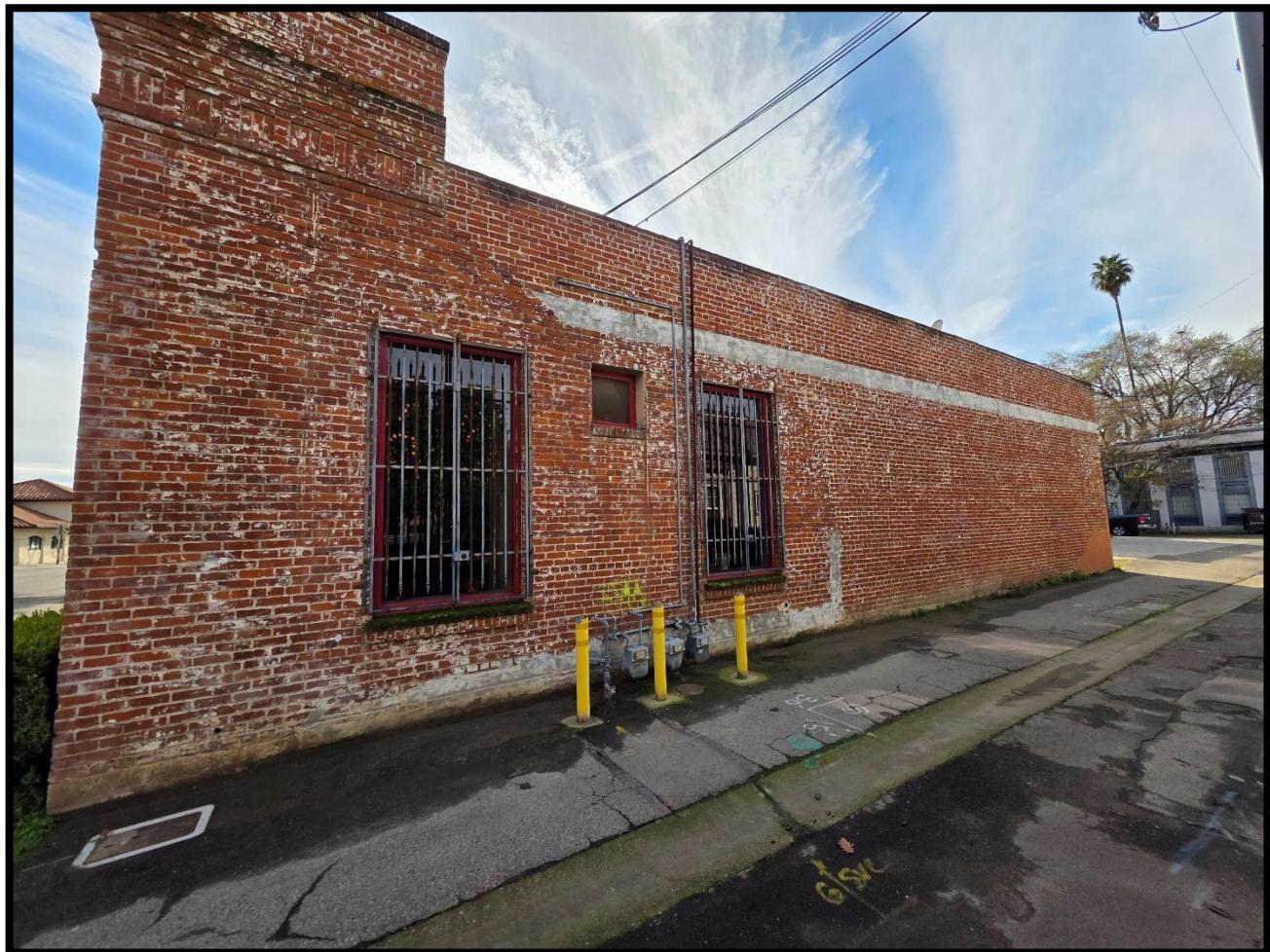


HPAC Item No. 2026-23 – 309 North Garden Street – Signage

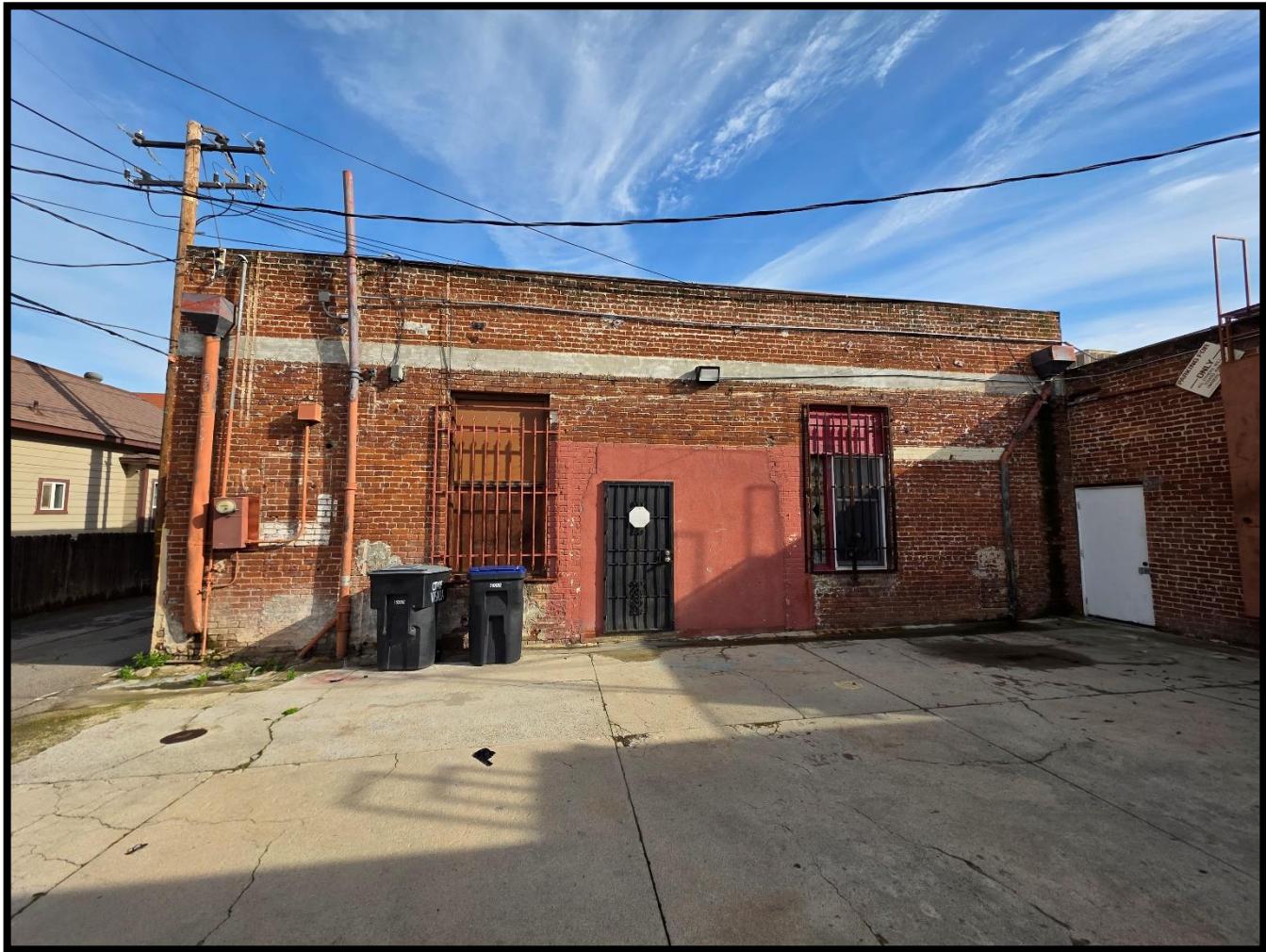
## EXHIBIT B



East Façade (Above), North Façade (Below)



HPAC Item No. 2026-23 – 309 North Garden Street – Signage



West Façade

## EXHIBIT C

### Proposed Signage



#### **INSTALLATION NOT INCLUDED**

1/4" Thick Flat Cut Metal, Brushed Aluminum w/ Stud Mount:  
**\$1322 + TAX**



## EXHIBIT D

### Window Awnings (2024 Google Street View)



**EXHIBIT E****SURVEY FORM**Now done clothes <sup>dry</sup>  
Address: 309 N. GardenAPN #: Book 94 Block 282 Lot 3Lot Size: Front 43'6" (?) seems to be a  
Side 82' misprint  
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/Tudor Revival,  Vernacular,  Queen Anne/Eastlake,  Stick,  Mission Style,  Spanish Colonial Revival,  Utilitarian, Other Commercial Italianate \_\_\_\_\_
3. Alterations:  Yes,  No,  Maybe Comment: \_\_\_\_\_
4. Condition:  Excellent,  Good,  Fair,  Poor
5. Surroundings:  Open Land,  Landscaped lot,  Residential,  Commercial
6. Related Features:  Architectural Details,  Landscaping,  Trees,  Related Structures, Other \_\_\_\_\_

Photo Number: \_\_\_\_\_

Description: Commercial Italianate

Garret - brick cornice - vertical  
brick string course - double hung  
windows below cornice

Single structure - shallow  
gable roof. Building  
has been sandblasted -  
Part of creamery that has  
been restored and altered



309 N GARDEN

Bldg Permit 317

## HISTORIC RESEARCH

1. Present Owner: \_\_\_\_\_
2. Common Name: \_\_\_\_\_
3. Historic Name: \_\_\_\_\_
4. Original Owner: Dairymen's Co. of Denver
5. Present Zoning: \_\_\_\_\_
6. Year of Original Construction: 1911
7. Subsequent Alterations: \_\_\_\_\_
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)

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Consultants Only Below Line

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Architectural Style: Vernacular Commercial

Details: Some alteration possible in the removal of a cornice

Evaluation: Background

Comments:

Simple balanced composition

Environment compatible and supports neighborhood  
of mixed urban function and commercial/industrial area

# Aerial Map



# Historic District and Local Register Map

