

**MINUTES APPROVED AT THE HPC MEETING ON JANUARY 11, 2022**

**Historic Preservation Commission Meeting**

**Virtual**

December 14, 2021

5:30 p.m.

**MINUTES**

**Roll Call:**

Chair McNamara called the meeting to order at 5:35 p.m.

Present: Chair Robin McNamara; Vice Chair Joann Pavlinec; Commissioner Caitlin Hibma, and Michael Hibma

Absent: Commissioners Fatema Crane, Jonathan Haeber and Gretchen M. Stromberg

Staff: Jonelyn Whales

**Approval of Minutes:**

July 13, 2021

October 12, 2021

Commissioner C. Hibma clarified that Mike Carnall's and Bonnie Joe Cullison's name are spelled wrong. Also, the name "Los Angeles Stressed Brick Company" should be "Los Angeles Pressed Brick Company".

ACTION: It was M/S/C (McNamara, Pavlinec) to approve the minutes for July 13, 2021, and October 12, 2021, as amended by Commissioner C. Hibma; approved by voice vote: 4-0-3 Ayes: McNamara, C. Hibma, M. Hibma, Pavlinec; Noes: None; Absent: Crane, Haeber, Stromberg.

**Meeting Procedures:**

Chair McNamara stated that any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, December 27, 2021, by 5:00 p.m.

**Public Forum:**

None.

**Liaison Reports:**

There was no liaison present and no reports.

**Consent Calendar:**

None

**Public Hearing:**

None.

**Commission Business:**

- A. Discuss Progress of the Rooted in Richmond Application
- B. Next Steps

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Location CITYWIDE  
Zoning ALL ZONING DISTRICTS  
Staff Contact JONELYN WHALES Recommendation: RECEIVE & PROVIDE COMMENTS

Ms. Whales announced that Staff sent a Request for Proposal (RFP) to four different local app developers. Staff hopes to hear back from these developers by January 14, 2022. The City also received approval from the grant office for the RFP and they confirmed that the City is moving on the right track with its projected timeline. Staff has also reached out to several neighborhood associations and have not received a response back.

Vice Chair Pavlinec shared that she attended a Belding Woods Neighborhood Council meeting. The neighborhood council was very excited about the Rooted in Richmond tour and they requested that they be contacted with the next steps. She inquired if the City will do an RFP to hire a consultant to do the interviews. Ms. Whales confirmed that is correct. Commissioner Pavlinec noted that she forwarded a list of names with contact information for Staff to use for Belding Woods Neighborhood Council. She also heard from Atchison Village Neighborhood Council and she forwarded their contact information to Commissioner Haeber for further exploration.

Ms. Whales asked if Vice Chair Pavlinec will be following up with the other four groups she did not hear back from. Vice Chair Pavlinec stated she would be doing that after the holidays.

Commissioner M. Hibma announced that out of the three he was tasked to reach out to. Panhandle Annex Neighborhood Council was the only one that responded. He remarked that the neighborhood council is very interested in participating and the group discussed creating a local history book of the Panhandle Annex. They discussed having children gather stories from the older generation living in the neighborhood. He was hopeful that the project will be able to use the established connections within the neighborhood for the Rooted in Richmond Project. He asked if Staff received any comments from the Panhandle Annex and Ms. Whales answered Staff has not received any emails.

Ms. Whales recommended that the project be listed on the City's website as well as listed in the City Manager's newsletter. Chair McNamara supported those ideas.

Commissioner M. Hibma confirmed that he would continue to try to contact the other two neighborhood councils.

Vice Chair Pavlinec mentioned that the Belding Woods Neighborhood Council discussed assisting with homelessness, gangs, and graffiti in their neighborhood. The proposed app is very interesting and will provide history and cultural activities to the City. Commissioner C. Hibma and Chair McNamara agreed.

Commissioner C. Hibma shared that out of the three neighborhood councils she contacted. She heard back from the Point Richmond Neighborhood Council only. She said she could put a notice in the This Point in Time News Letter about the Rooted in Richmond Project.

Chair McNamara inquired if she should reach out to the other neighborhood councils that Vice Chair Pavlinec had not heard back from and Vice Chair Pavlinec supported that idea.

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Chair McNamara asked if the other Commissioners are using their personal email addresses. Ms. Whales mentioned that she shared her City email address, but recommended that the project have a separate email from the HPC's email to facilitate better organization. Chair McNamara liked that idea.

Commissioner M. Hibma agreed that the more communication and marketing that Staff and the Commissioners can do about the project. The better the overall project will be.

Ms. Whales asked if the Commissioners are interested in having an HPC meeting in January 2022. Chair McNamara predicted that folks would not have new information to share due to the holidays. Vice Chair Pavlinec, Commissioner C. Hibma, and Commissioner M. Hibma agreed. Ms. Whales announced that there will be no January 2022 meeting.

Chair McNamara wanted to know how the other Commissioners were contacting their respective groups. Commissioner M. Hibma noted that there is a neighborhood council link on the City's website. Ms. Whales added that there is also the Regional Neighborhood Council meeting who meet every third Monday of the month.

Commissioner M. Hibma volunteered to provide a presentation on the project at the January 2022 Neighborhood Council meeting.

Ms. Whales stated that the Rooted in Richmond Project is a very large project and will require many volunteer hours. She appreciated the Commissioners for helping and giving their time to the project. Commissioner M. Hibma wanted to understand how much volunteer time the project will need to be successful.

Vice Chair Pavlinec requested that Staff and Commissioner Haeber provide clear direction to the Commissioners on how they can help with the project.

Regarding Mills Act, Vice Chair Pavlinec requested that the updated City Mills Act Ordinance come to the full Commission for review and discussion. Commissioner M. Hibma announced that he has drafted initial comments regarding the Mills Act Ordinance. He said that the main deciding factor on whether a home can be a part of the Mills Act Program is how soon the property change hands and did it trigger reassessment.

Vice Chair Pavlinec commented that Supervisor Gioia's assistant suggested that the HPC email Supervisor Gioia office directly for assistance with the Contra County assessor's office regarding the Mills Act. The subcommittee discussed drafting a Mills Act Contract and she suggested using Contra Costa County's contract. Ms. Whales noted that she did receive Santa Clara County's Mills Act Contract. She noted that Staff does have a draft email ready to request assistance from Supervisor Gioia. Vice Chair Pavlinec recommended that the Mills Act subcommittee meet again in late January 2022.

Commissioner M. Hibma asked if the other Commissioners have received the emails from the Mayor about the changes happening at Port of Richmond. The Port of Richmond was seeking to assign a zoning overlay that covers parts of the Rosie Riveter National Historic Park. Vice Chair Pavlinec reported that she responded to the Mayor's emails and asked if he would like HPC to review the changes. The Mayor responded that he would like the HPC to review the proposal and act on it if possible. Ms. Whales confirmed that she would forward the proposal and the Mayor's email to all of the Commissioners.

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Commissioner M. Hibma inquired if there have been any developments on the chimney and kilns at Brickyard Landing. Ms. Whales stated that she has not heard officially, but there was a rumor that the work was stopped during the deconstruction of the chimney.

Commissioner M. Hibma understood that Brickyard Landing had to have a bond first.

Chair McNamara asked how can the chimney be deconstructed when there was no plan in place.

Vice Chair Pavlinec confirmed that the chimney has been deconstructed. Ms. Whales announced that she would request an update from the City's Building Official. She noted that the City's inspectors did a site visit while the chimney was being deconstructed. She shared that many of the residents of Brickyard Landing are not supportive of having the chimney be rebuilt. Staff has been responding to many requests for public records from Brickyard Landing residents. Vice Chair Pavlinec acknowledged that Brickyard Landing's attorney was not supportive of the HPC's final vote with recommendations.

Chair McNamara remarked that the Brickyard Landing project feels like the Red Cross project. Ms. Whales did not believe that Brickyard Landing will be able to remove the chimney without following through with the Commission's recommendations.

Vice Chair Pavlinec disclosed that the Mayor is the Council Liaison for the HPC and he should be contacted about Brickyard Landing if they are not following through with the Commission's recommendations.

Commissioner M. Hibma inquired what the protocol is for involving the Mayor. Ms. Whales remarked that the Commission can direct Staff to send an informational email to him. She believed that Brickyard Landing is working within the limits set by the Commission. She emphasized that Brickyard Landing was very concerned about the safety hazard the chimney posed and removed it to eliminate the risk.

Ms. Whales reported that the North of Marina (NOMA) Project will be coming to the Commission for review of a plaque that the Commission requested they place at the harvester building on site. Commissioner M. Hibma asked if the harvester building was deemed a historic resource and was an Environmental Impact Report (EIR) conducted. Ms. Whales answered no.

**Adjournment** - The Commission adjourned at 6:30 p.m. to February 8, 2022.