

**CITY OF VISALIA**  
**HISTORIC PRESERVATION ADVISORY COMMITTEE**  
**Wednesday, March 27, 2024, at 5:30PM**

CHAIR: Tyler Davis      VICE CHAIR: Patty Kane

COMMITTEE MEMBERS:  
Jay Hohlbauch, Jordan Mulrooney, Karen Ayala, Jerome Melgar

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

**AGENDA**

**A. Citizen's Comments**

**B. Minutes**

1. March 13, 2024, Regular Meeting

**C. Projects**

1. **HPAC Item No. 2024-03**: A request by Joel Glick to replace eight wood windows for the Creative Center building, located in the QP (Quasi-Public) Zone. The project site is located at 616 North Bridge Street (APN: 094-095-001).
2. **HPAC Item No. 2024-04**: A request by Gloria McPhail and Larry Lewis to replace four windows for a single family residence, and replace a garage door for a detached garage, located in the D-MU (Downtown Mixed Use) Zone. The project site is located at 415 North Garden Street (APN: 094-272-004).

**D. Discussion Items**

1. Historic Recognition/Awards Program
  - a. Guidelines Discussion
2. Historic Preservation Month Proclamation
3. Lifestyle Magazine Article
4. Identification of Items for Future Agendas
5. Committee and Staff Comments
  - a. Project Updates
6. Historic District Survey Project
  - a. Review of Properties
  - b. Discussion of Properties Outside the Historic District

**D. 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](mailto:cristobal.carrillo@visalia.city).

Éste 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](mailto: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](mailto:cristobal.carrillo@visalia.city).

### **APPEAL PROCEDURE**

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# MEETING MINUTES – MARCH 13, 2024

## CITY OF VISALIA HISTORIC PRESERVATION ADVISORY COMMITTEE Wednesday, March 13, 2024, at 5:30PM

CHAIR: Tyler Davis

VICE CHAIR: Patty Kane

All members  
present.

COMMITTEE MEMBERS:

Jay Hohlbauch, Jordan Mulrooney, Karen Ayala, Jerome Melgar

MEMBERS OF THE PUBLIC: Monica Fatika

CITY STAFF: Cristobal Carrillo, Associate Planner

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

### AGENDA

#### A. Citizen's Comments

None.

#### B. Minutes

1. February 28, 2024, Regular Meeting

A motion was made by Kane, seconded by Melgar, to approve the meeting minutes for February 28, 2024. The motion was approved 6-0.

#### C. Discussion Items

Note: Due to the early presence of Monica Fatika, writer with Lifestyle Magazine, the HPAC elected to conduct Item No. C.5.b first before any other discussion item.

1. Project Update – 434 & 436 South Garden Street

Staff provided a timeline of events for a solar panel installation and exterior alterations to a duplex at 434 & 436 S. Garden Street. Staff noted cited lack of communication by the property owner and staff errors for the issues resulting in installation of solar panels instead of a roof dormer on the western roof. Staff provided recommendations for how to prevent issues in the future. Discussion followed.

2. Committee Terms Discussion

Staff shared Committee term information with the Committee and noted that the City was still working on publishing a vacancy notice for the HPAC. Mulrooney stated that he would not be seeking to be reappointed to another term on the HPAC. Discussion followed regarding future vacancies and which terms would need to be extended in June 2024.

### 3. Historic Recognition/Awards Program

#### a. Guidelines Discussion

The Committee discussed the Historic Recognition Program Guidelines, and guidelines from other historic awards programs from 1990 and 1994. Kane was assigned to review the guidelines and to draft a condensed document for review by the HPAC. The Committee was also directed to come to the next meeting with sites to nominate for potential historic preservation awards. Discussion followed.

### 4. Identification of Items for Future Agendas

None.

### 5. Committee and Staff Comments

#### a. Project Updates

Staff provided updates on projects within the Historic District and Local Register.

#### b. Lifestyle Magazine Article

Lifestyle Magazine writer Monica Fatika spoke to the Committee about an article her and Melgar were working on to highlight the work of the HPAC. Discussion followed, with the HPAC providing input on the article. It was then requested that further discussion on the article be agendized for the March 27, 2024, meeting.

### 6. Historic District Survey Project

#### a. Review of Properties

The Committee conducted a review of Areas A48, A49, A51, and A52. Melgar, Mulrooney, and Davis requested that staff provide survey mapping materials to them so they could complete their assigned survey areas.

#### b. Discussion of Properties Outside the Historic District

The Committee briefly discussed the nomination of structures outside the Historic District and Local Register.

## **D. Adjournment**

The meeting adjourned at approximately 6:51pm.

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

**HEARING DATE:** March 27, 2024

**PROJECT PLANNER:** Cristobal Carrillo, Associate Planner  
Phone: (559) 713-4443  
E-mail: [cristobal.carrillo@visalia.city](mailto:cristobal.carrillo@visalia.city)

**SUBJECT:** Historic Preservation Advisory Committee Item No. 2024-03: A request by Joel Glick to replace eight wood windows for the Creative Center building, located in the QP (Quasi-Public) Zone. The project site is located at 616 North Bridge Street (APN: 094-095-001).

### STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Advisory Committee (HPAC) deny the request to replace the eight wood windows.

### SITE DATA

The site is zoned QP (Quasi-Public). The site is located outside the Historic District but is listed on the Local Register of Historic Structures with an "Focus" classification. The structure to be altered contains "Vernacular" architectural elements.



### PROJECT DESCRIPTION

The applicant is requesting approval to remove and replace eight wood windows with vinyl single hung windows, as depicted in Exhibit "A". Only one window is visible from the public street, along East Race Avenue to the south. The remaining seven windows will not be visible.

The applicant states that the existing windows are in poor condition and have deteriorated in multiple areas, as shown in Exhibit "B". The applicant adds that none of the existing windows can be opened, and that replacement is necessary to improve the energy efficiency of the Creative Center building. The applicant also notes that many arts events and classes are held in the facility, and that hot weather can often make the facility uncomfortable for such gatherings.

### DISCUSSION

#### Development Standards

The footprint of the Creative Center building will not be altered as a result of the proposed window change out. As such, this portion of the project complies with all City development standards.

## Architectural Compatibility

### *Local Register Structures*

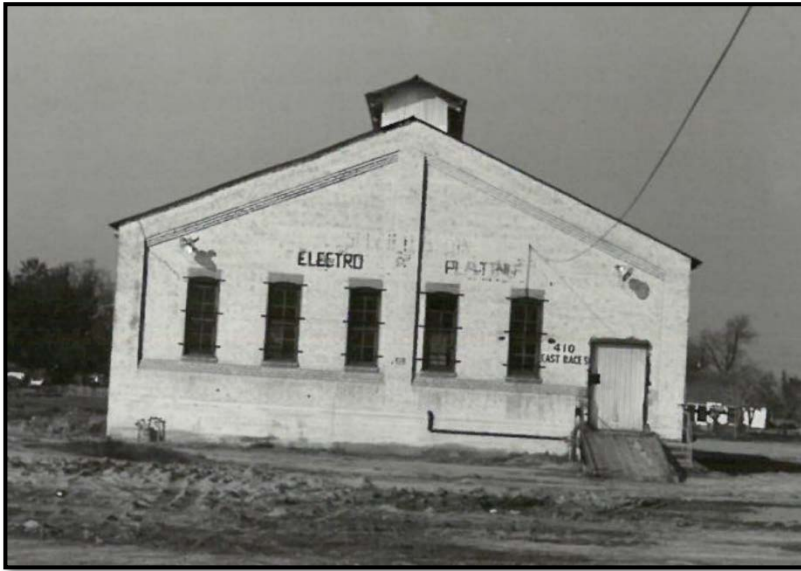
VMC Section 17.56.110 (Local Register Structures) contains criteria for review of exterior alterations to structures listed on the Local Register. Criteria is aimed towards preserving original and distinguishing features of Local Register structures. This includes emphasis on the following:

- *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.*
- *Distinctive stylistic features or examples of skilled craftsmanship, which characterize a building, structure or site, shall be treated with sensitivity.*
- *Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.*



### *Windows*

The wood windows represent one of the defining original features of the Local Register structure. The windows are unique in shape, containing a tall frame with arched tops. Per pictures of the structure from the original Historic Survey of the City, it appears that some of the original windows have already been removed from the structures exterior, making the existing windows that much more valuable to the historic aesthetic of the building. The VMC directs that original features such as windows be treated with sensitivity and repaired rather than removed whenever possible. While the applicant has provided pictures showing that some of the windows are indeed deteriorated, no information was provided regarding whether repair was possible, including whether a contractor had been consulted. As such it is unclear that the windows are beyond repair. The windows also do not contain any screens, so a change to vinyl material would be readily apparent and would degrade the historic aesthetic of the building.



Given the above, replacement of the eight wood windows with vinyl windows is considered inappropriate. It is instead recommended that the applicant pursue repair of the existing windows, to maintain the original and unique feature on the building.

Alternatively, the HPAC can approve the window change out as proposed or modify the proposal to only allow for change out of the windows that are not visible from the public street, with findings that the proposal

preserves compatibility with the Historic District and streetscape. The Committee can also request that the item be continued to the next available meeting of the Committee, to provide the applicant with an opportunity to submit additional information on the condition of the existing windows or revise the proposal further (ex. replacing with new wood windows).

## **FINDINGS**

Staff recommends that the Committee deny the proposal, subject to the findings listed below:

### Findings:

1. That the project site is not within the Historic District and is listed on the Local Register of Historic Structures.
2. That the proposal to remove and replace the existing wood windows would remove a defining original feature of the building, and would be inconsistent with the site, surrounding area, and Historic District.
3. That the proposal to remove and replace the existing wood windows would remove a defining original feature of the building and would be inconsistent with the Historic Preservation Ordinance and Historic Preservation Element, which encourage preservation of original features of distinction.
4. That the proposal to remove and replace the existing wood windows would remove a defining original feature of the building and would be injurious to the character of the Historic District.

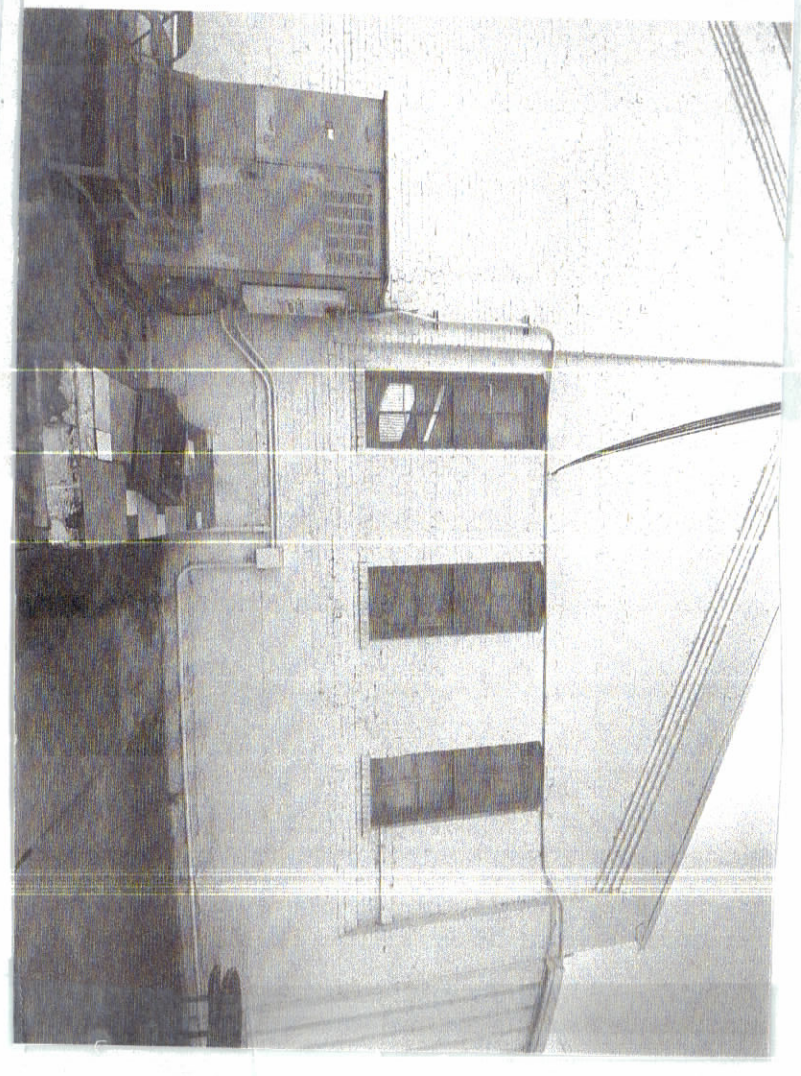
## **ATTACHMENTS**

- Exhibit "A" – Development Plan
- Exhibit "B" – Site Pictures
- Aerial Map
- Historic District and Local Register Map

## **APPEAL INFORMATION**

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NORTH



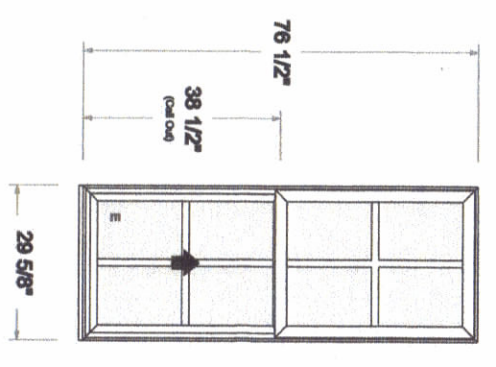
EAST



SOUTH

**Glass Shop - VISUAL**  
 2005 EAST MAIN STREET  
 VISALIA, CA 93292-6740

Project Name: **MILGARD WINDOWS AND DOORS**  
 Contact Name: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_  
 Project Address: \_\_\_\_\_



Viewed from Exterior (flat frame) - Image scaled 1/2" = 1'-0"

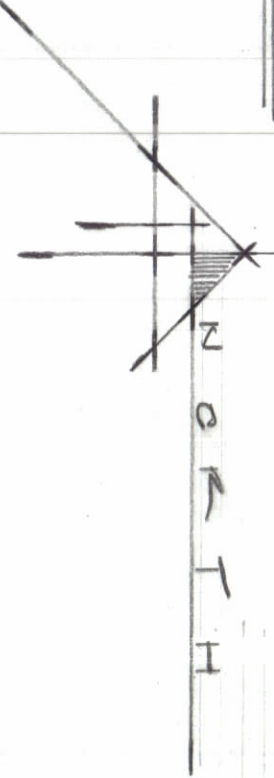
**Park Brown Vinyl Window**

Customer Approval: \_\_\_\_\_

Material:	Material:	Quantity:	Notes:
Frame:	Color:	Unit Price:	Material Notes:
Hardware:	Finish:	Total Price:	Material Notes:



SITE PLAN NO SCALE



NORTH

610 E RACE AVE  
 JOHNSBURG GALLERY

**PROJECT**  
 REPLACEMENT OF 100+ YEARS OLD  
 WOOD WINDOW THAT ARE IN EXTREMELY  
 POOR SHAPE W/ NEW BLACK FRAMED  
 WINDOW THAT IS LIKE STYLE (8 WINDOWS)  
 3 WINDOWS NORTH ELEV 4 EAST ELEV  
 1 WINDOW SOUTH ELEV FOR A TOTAL  
 OF EIGHT WINDOWS

**L. LEWIS ARCHITECT**

ARCHITECTURE PLANNING INTERIORS

JOB No: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 SHEET No: **A-1**

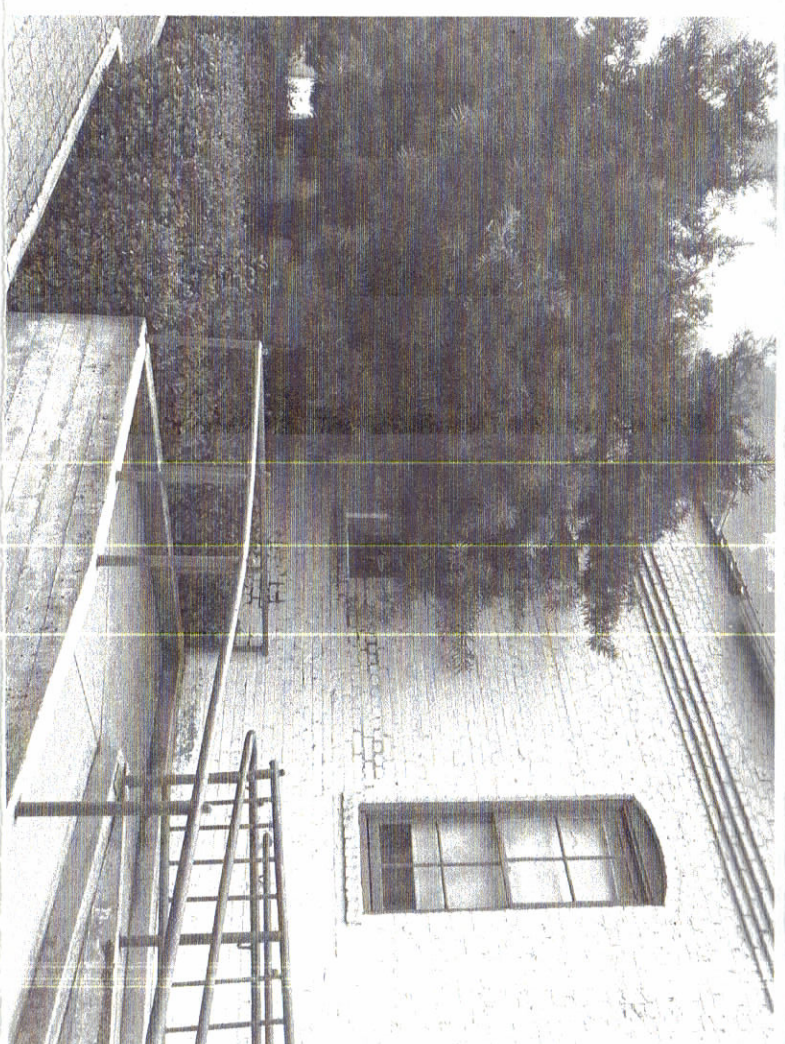
609 W 7<sup>TH</sup> AVENUE VISALIA CA 93291 /ESD1 722-0222

DATE	DESCRIPTION

TITLE: WINDOW REPLACE MENT for JOHNSBURG GALLERY  
**THE CREATIVE CENTER**



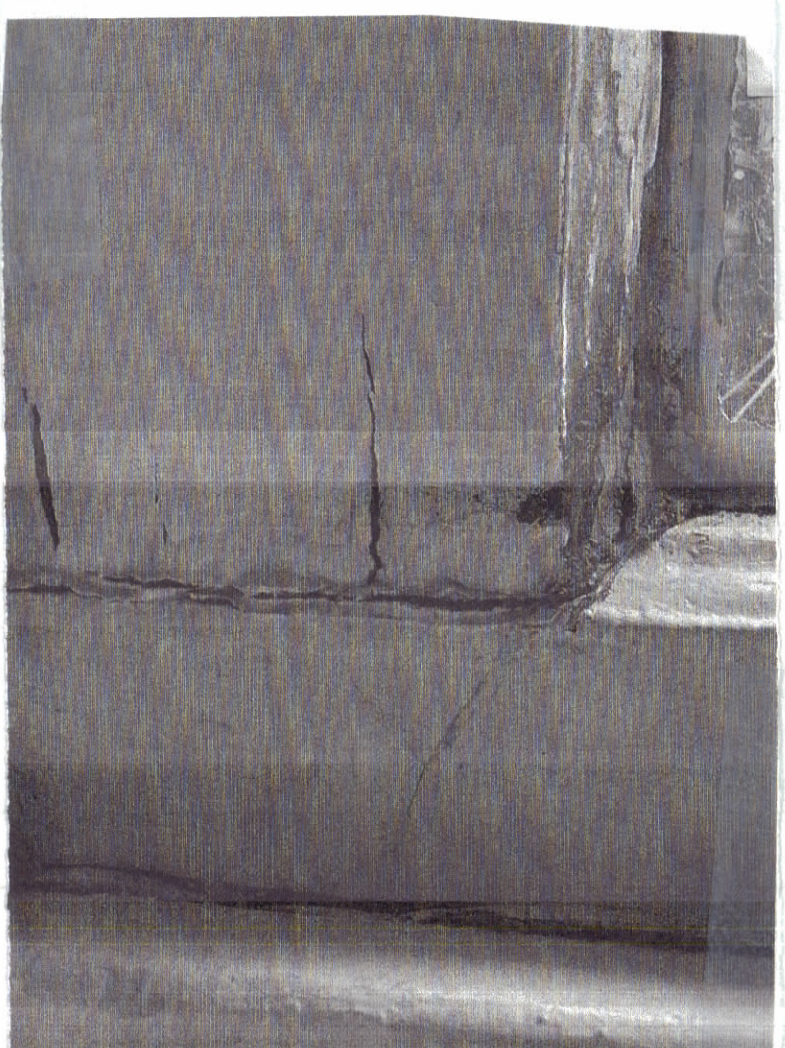
EAST ELEV & WINDOWS



EAST ELEV & WINDOWS



EAST ELEV



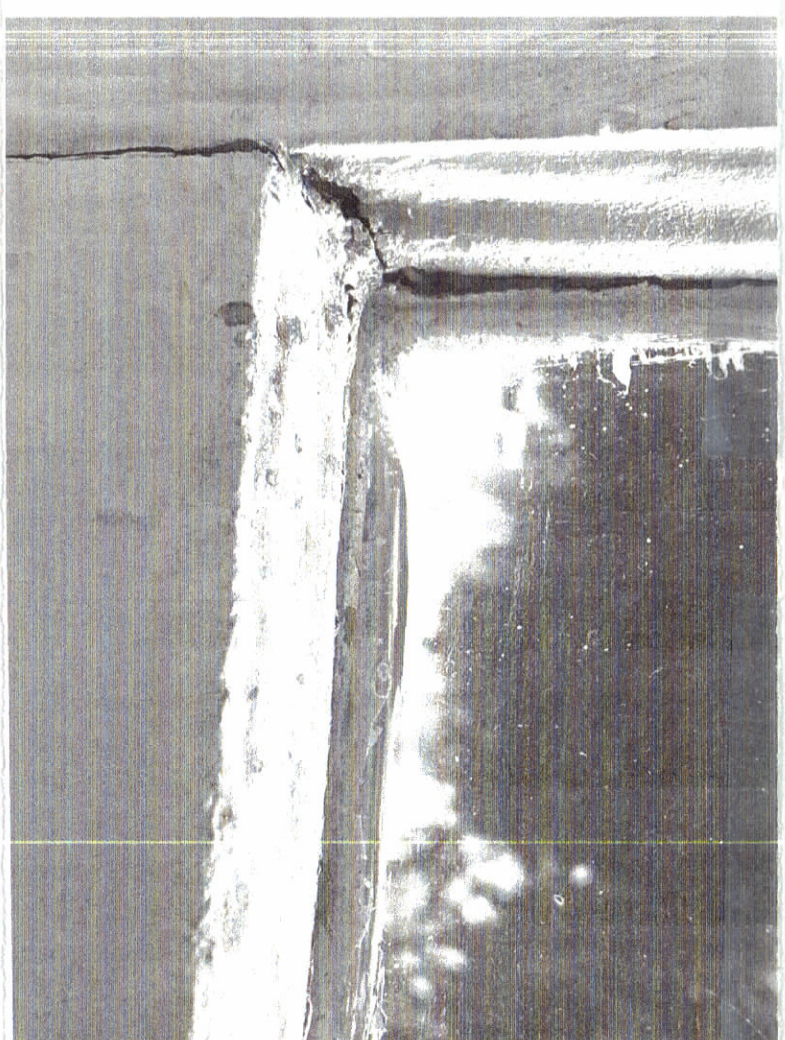
TYPICAL WINDOW



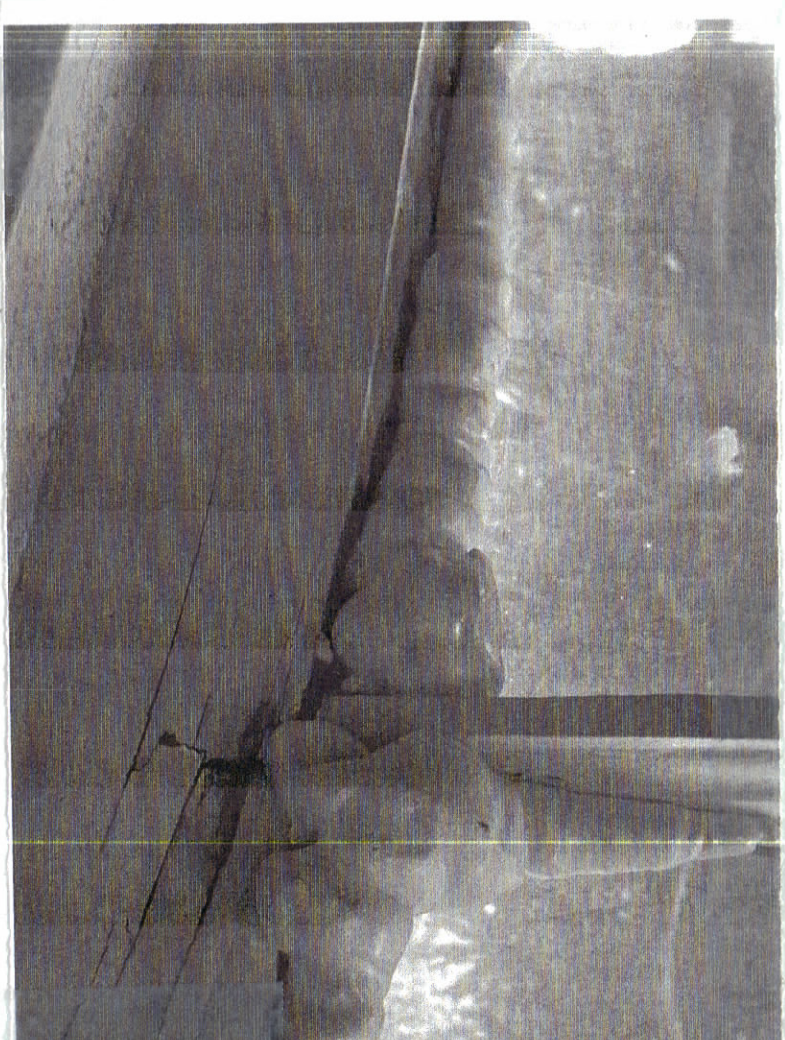
TYPICAL WINDOW



TYPICAL WINDOW



TYPICAL WINDOW



TYPICAL WINDOW

**NOTE**

- EXISTING WINDOWS ARE WOOD FRAME SINGLE PANE
- NEW WINDOW TO BE VINYL & DBL PANE DARK BROWN PT TO MATCH EXIST'g STYLE

# L. LEWIS ARCHITECT

ARCHITECTURE

PLANNING

INTERIORS

820 W. CENTER

VISALIA CA. 93291

(559) 733-8399

DELTA	DATE

TITLE: WINDOW REPLACEMENT FOR JON QUINONES/KA QUINONES

THE CREATIVE CENTER

JOB No. DATE DRAWN BY: A-2

SHEET 2

**EXHIBIT "B"**





HPAC Item No. 2024-03 – 616 N. Bridge Street – Window Change Out



# AERIAL MAP

HPAC Item No. 2024-03 – 616 N. Bridge Street – Window Change Out



# HISTORIC DISTRICT & LOCAL REGISTER MAP

HPAC Item No. 2024-03 – 616 N. Bridge Street – Window Change Out



# REPORT TO THE CITY OF VISALIA HISTORIC PRESERVATION ADVISORY COMMITTEE

HEARING DATE: January 26, 2022

PROJECT PLANNER: Cristobal Carrillo, Associate Planner  
Phone: (559) 713-4443  
E-mail: [cristobal.carrillo@visalia.city](mailto:cristobal.carrillo@visalia.city)

**SUBJECT:** Historic Preservation Advisory Committee Item No. 2022-02: A request by Gloria McPhail and Larry Lewis to replace four windows for a single family residence, and replace a garage door for a detached garage, located in the D-MU (Downtown Mixed Use) Zone. The project site is located at 415 North Garden Street (APN: 094-272-004).

## STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve the proposed exterior alterations to the single-family residence and detached garage, as specified in the findings and conditions of this report.

## SITE DATA

The site is zoned D-MU (Mixed Use Downtown) Zone and is located within the Historic District. The residence is listed on the Local Register of Historic Structures with a "Focus" classification. The site contains a single-family residence, detached single-car garage, and a storage shed, all displaying "Craftsman" and "Bungalow" architectural elements. Per the Historic Survey, the existing residence was built prior to 1928.



## RELATED PROJECTS

HPAC No. 2022-02: On January 26, 2022, the HPAC considered a request by Gloria Casares McPhail to conduct exterior alterations to a single-family residence, a detached garage, and a storage shed, and install new rear yard fencing. Alterations consisted primarily of replacement of exterior shake siding on all structures, repairs to exterior features such as windows. The proposal was approved by the HPAC, with a condition included requiring additional HPAC review if any windows were to be replaced.

## PROJECT DESCRIPTION

The applicant is requesting approval to conduct exterior alterations to an existing single-family residence and detached garage. The alterations are listed below and depicted in Exhibits "A", "B", and "C":

1. Single Family Residence – Remove four plastic windows and screens on a laundry room and replace with four glass windows and screens. The alterations to the residence have already been conducted and can be viewed in Exhibit “C”.
2. Detached Garage – Remove a side-hinged wood garage door and replace with an electric tilt-up wood garage door. The applicant states that the new wood garage door would be built from scratch and would resemble the existing garage door.

The applicant states that the window change out was necessary to allow for use of the enclosure as a laundry room, and that with screens the overall appearance of the structure will remain unchanged. For the detached garage, the applicant states that the changes are proposed to allow for easier use of the garage by the property owners, who are elderly.

## **DISCUSSION**

### Development Standards

The building footprints for the residence and detached garage will not be altered because of the proposal. Work to be conducted will only affect building exteriors. As such, the proposed exterior alterations comply with all development standards for the D-MU Zone.

### Architectural Compatibility

#### *Single Family Residence*

The alterations to the windows and screens for the residence have largely maintained the structures original appearance. Visalia Municipal Code Section 17.56.110.F (Local Register Structures) notes that “*Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities.*” Since the replacement has already been conducted, a determination cannot be made as to whether repair was possible. However, based off site pictures in Exhibit “C”, the applicant has preserved the overall appearance of the structure. Because of the window screens, physical changes to the windows are not visible from the street. The screens also match other window screens on the residence, thereby preserving overall compatibility. Given the above, staff recommends that the alterations to the windows be permitted to remain, subject to Building Permit approval.

#### *Detached Garage*

The garage door represents a unique feature of the garage, and the project site as a whole. It contains thick trim and paneling with diagonal lining. Again, VMC Section 17.56.110.F applies. The applicant has not provided information as to whether the door can be restored. However, per site pictures in Exhibit “C”, the door does appear to be in a distressed state. Building Division staff were consulted and concurred that the door appeared deteriorated. Per Exhibit “B”, the applicant proposes to build a new wood garage door with the same physical elements as the original. This would be in keeping with the requirements of the Historic Preservation Ordinance, which requires that when restoration is not possible, new materials maintain the visual qualities of the original. Per Exhibit “B”, the applicant will carry over all





architectural elements of the garage door, save for the diagonal lining. Condition No. 1.a is recommended requiring that the diagonal lining on the original garage door be carried over to the new wooden garage door. With this condition, the requirements of the Historic Preservation Ordinance will be met.

Alternatively, the HPAC can require that the door be restored, or that additional information be provided as to its condition at a later meeting, so that an informed determination can be made.

## **FINDINGS AND CONDITIONS**

For HPAC Item No. 2024-04 staff recommends that the Committee approve the exterior alterations to the single-family residence and detached garage, subject to the findings and conditions listed below:

### Findings

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

### Conditions

1. That the site be developed consistent with the development plan in Exhibit "A" and garage door elevation in Exhibit "B", except as modified by the conditions below:
  - a. That the diagonal lining on the original garage door panels be included on the new door.
2. That the applicant shall comply with all conditions of HPAC No. 2022-02, unless superseded by conditions for HPAC No. 2024-04.
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**

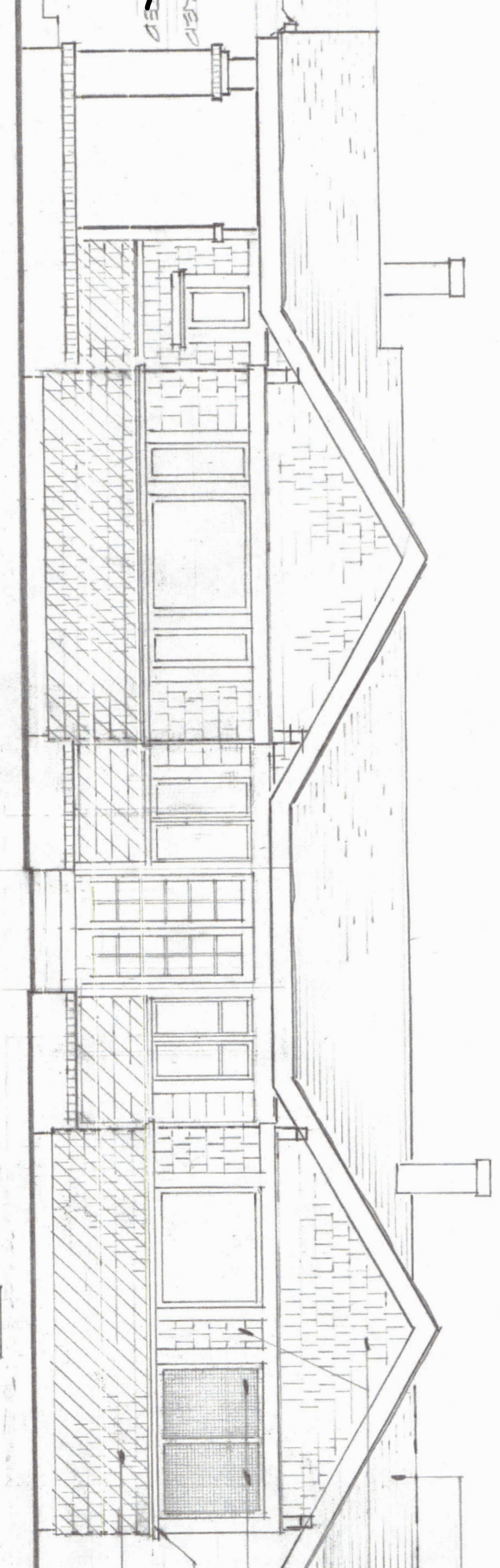
- Exhibit “A” – Development Plan
- Exhibit “B” – Garage Door Elevation
- Exhibit “C” – Site Pictures
- Aerial Photo
- Historic District and Local Register Map

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~~REMOVE EXISTING WINDOW SCREENS & GLASS TO MATCH EXISTING WINDOW TYPE~~  
~~REMOVE EXISTING WINDOW SCREENS & GLASS TO MATCH EXISTING WINDOW TYPE~~



REMOVE EXISTING WINDOW SCREENS & GLASS TO MATCH EXISTING WINDOW TYPE

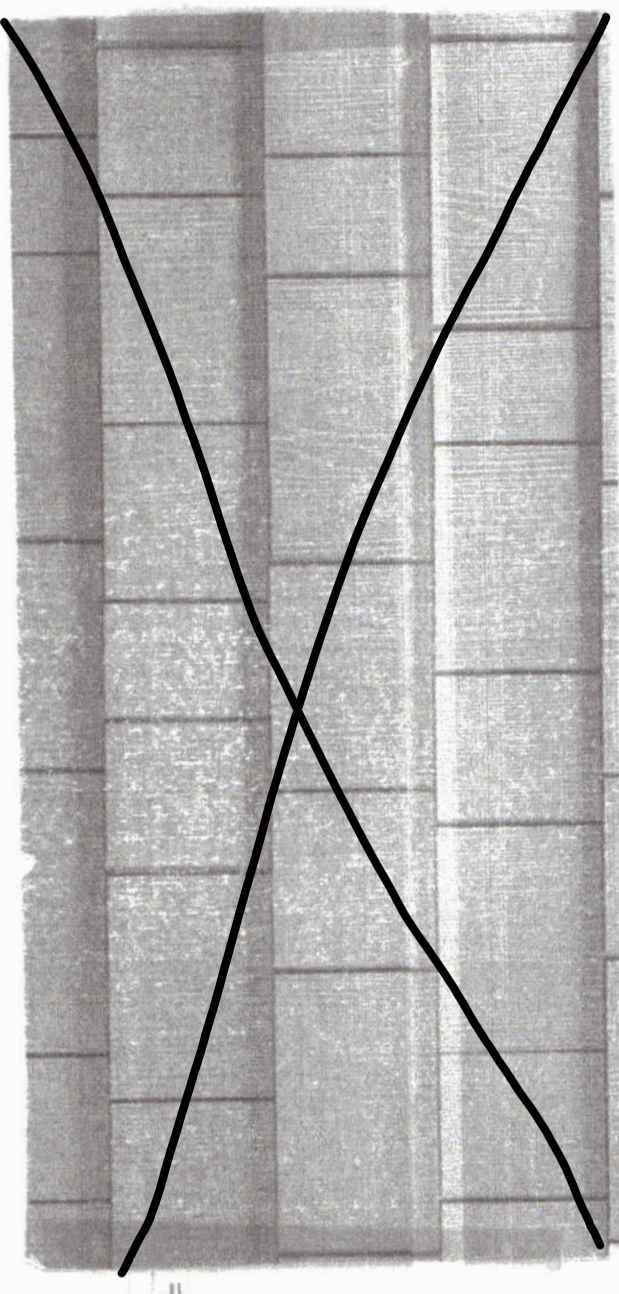
REMOVE EXISTING WINDOW SCREENS & GLASS TO MATCH EXISTING WINDOW TYPE

REMOVE EXISTING WINDOW SCREENS & GLASS TO MATCH EXISTING WINDOW TYPE

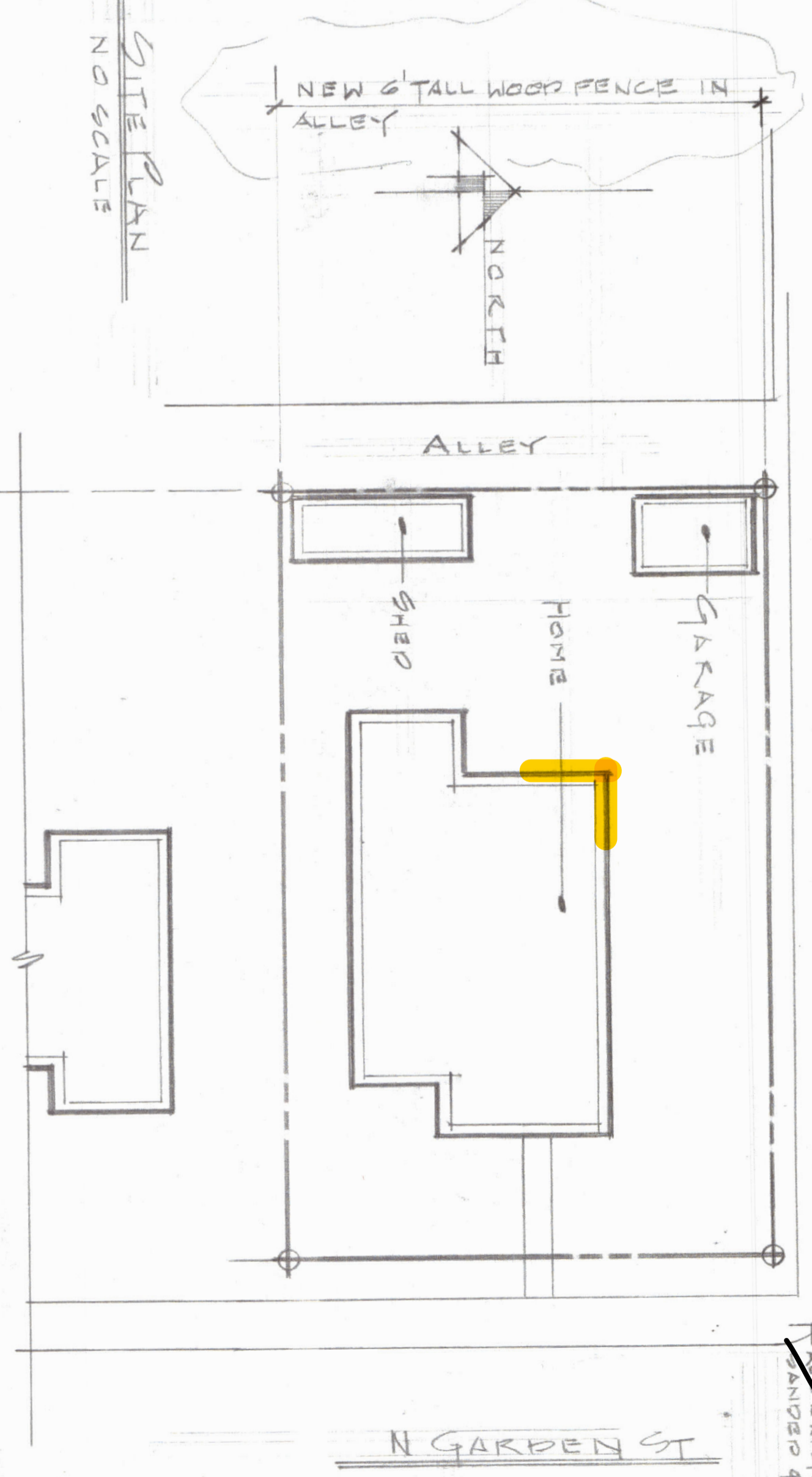
Propose replicating four existing window screens and plastic windows with new window screens and glass windows matching the original. Windows are for a laundry room.

~~NOTE~~  
~~WORKS TO BE DONE ON THIS PERMITS CONCERNING THE EXTERIOR PAINTING (MATCH EXISTING) AND REPAIRING OF EXISTING WINDOWS. WE ARE NOT PROVIDING ANY WINDOWS. IN ORDER TO THE FACT THAT WE ARE UNABLE TO PROVIDE ANY SHAKES THAT WILL MATCH THE EXISTING WE ARE PROPOSING TO KEEP THE EXISTING SHAKES IN PLACE UNTIL THE EXISTING SHAKES ARE REMOVED. WE WILL REMOVE THE EXISTING SHAKES ON THE HOME & OUT BUILDINGS.~~

~~Coordinate with Phenomenon permit, submit to the City of Visalia for approval in compliance with the City of Visalia's Section 16.050 (C.7)~~  
~~All exterior window openings shall be screened with mesh.~~



SITE PLAN NO SCALE



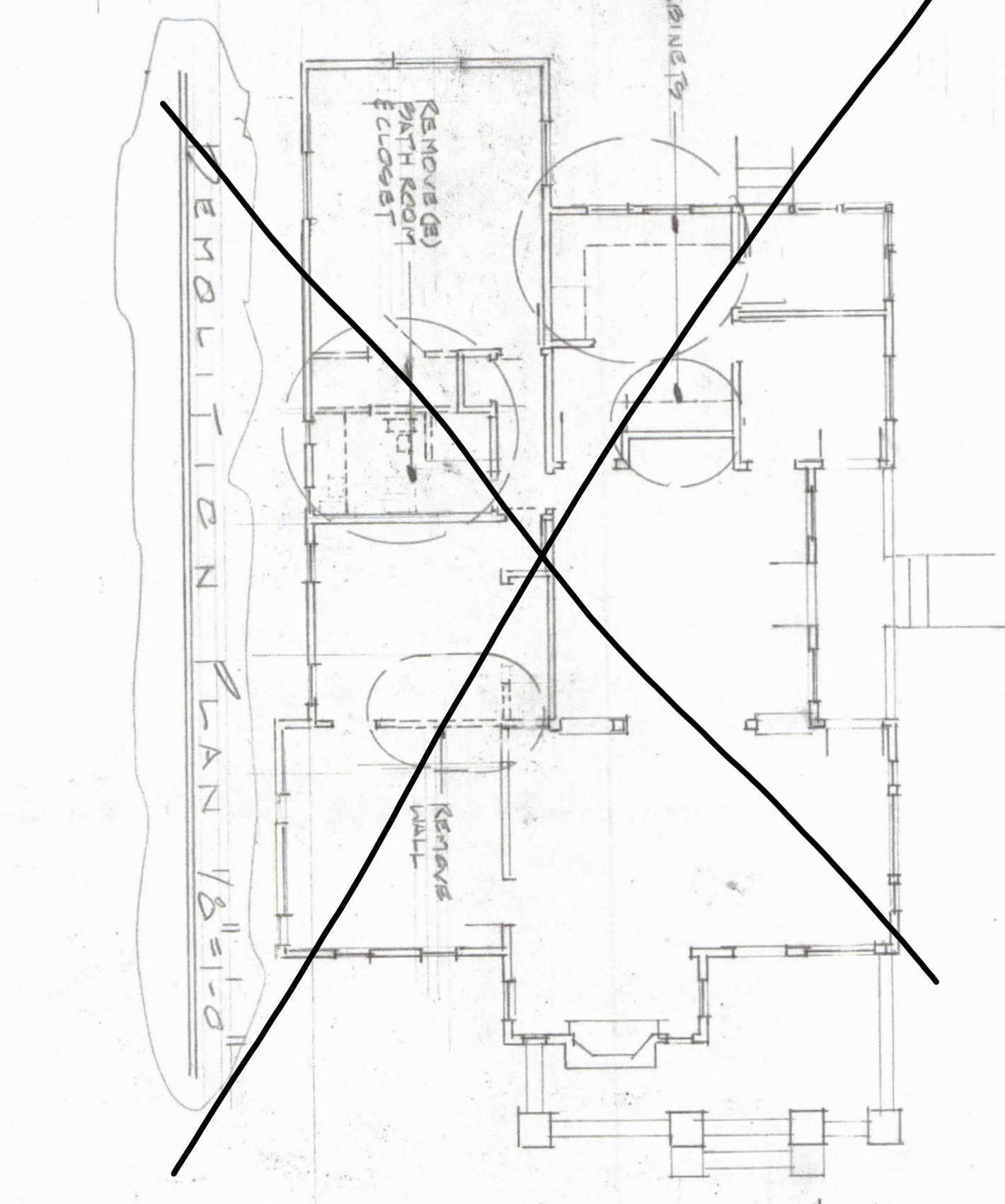
EMURKAY AVE

N GARDEN ST

~~NOTE TO PLAN CHECKERS~~  
~~THE ELEVATION IS A TYPICAL ELEVATION TO BE SUBMITTED TO THE CITY OF VISALIA FOR PERMITS. THE CROSS-HATCHING INDICATES NEW HARDWARE, HANDLES, AND TEXTURE TO BE REPLICATED. EXISTING WINDOWS TO BE REPAIRED & PAINTED.~~

~~NOTE~~

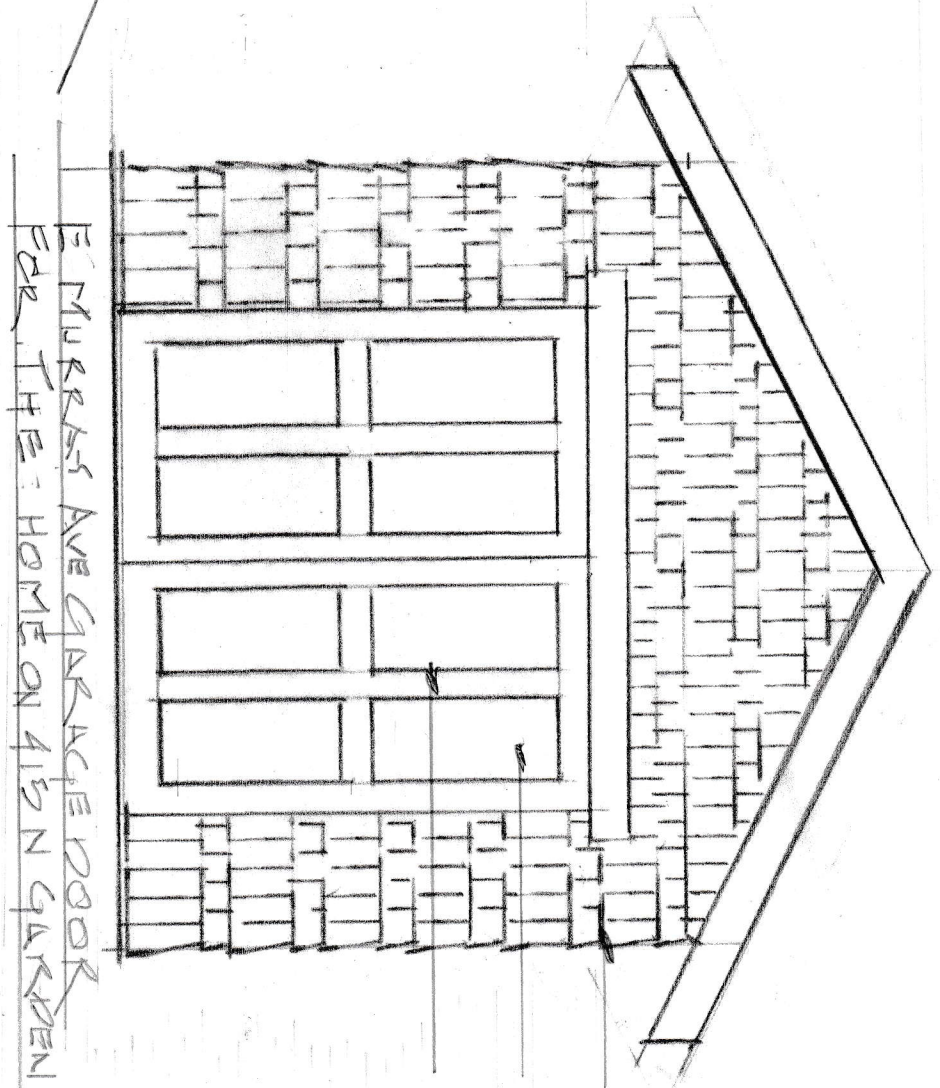
~~ADDRESS 418-N GARDEN CONSTRUCTION VP, ZONE D-MU~~  
~~WORKS TO BE DONE ON THIS PERMITS CONCERNING THE EXTERIOR PAINTING (MATCH EXISTING) AND REPAIRING OF EXISTING WINDOWS. WE ARE NOT PROVIDING ANY WINDOWS. IN ORDER TO THE FACT THAT WE ARE UNABLE TO PROVIDE ANY SHAKES THAT WILL MATCH THE EXISTING WE ARE PROPOSING TO KEEP THE EXISTING SHAKES IN PLACE UNTIL THE EXISTING SHAKES ARE REMOVED. WE WILL REMOVE THE EXISTING SHAKES ON THE HOME & OUT BUILDINGS.~~



~~NOTE~~  
~~THIS HOME HAS ONLY ONE EXISTING WINDOW. ALL OTHER WINDOWS ARE TO BE REMOVED.~~



**EXHIBIT "B"**



EXISTING SIDING TO REMAIN

NEW GARAGE DOOR SWING UP TO MATCH EXISTING

THIS IS WHAT EXISTING DOOR LOOKS LIKE, NEW DOOR WILL LOOK JUST LIKE THIS

E. MURKIN'S AVE GARAGE DOOR FOR THE HOME ON 415 N GARDEN ST

# EXHIBIT "C"

Visalia  
Visalia Code Enforcement  
Dec 16, 2021 14:46:58



VISALIA CODE ENFORCEMENT  
Thursday, 21st September 2023 02:10 PM





HPAC Item No. 2024-04 – Window and Garage Door Change Out

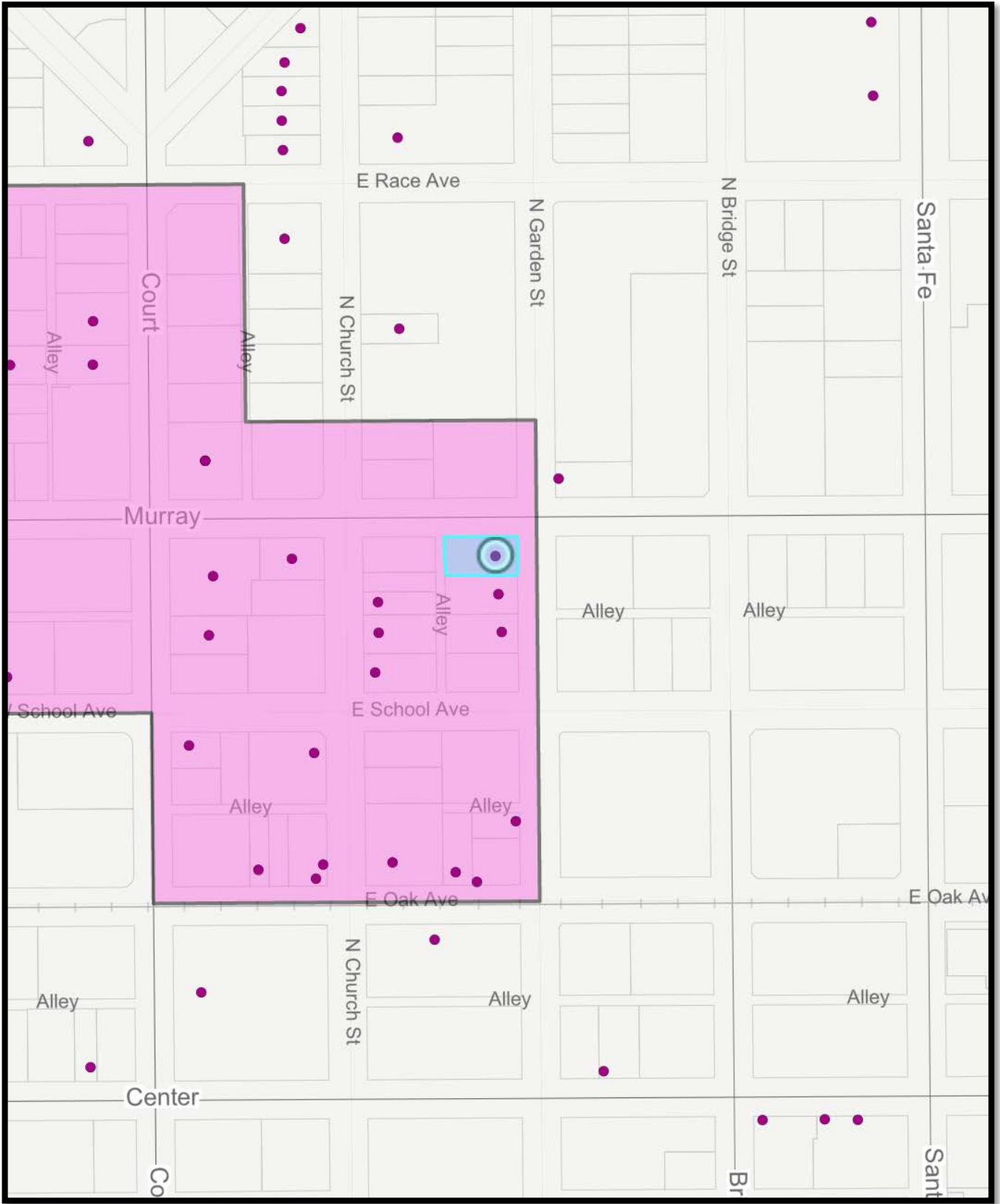


HPAC Item No. 2024-04 – Window and Garage Door Change Out



**AERIAL MAP**





**HISTORIC DISTRICT & LOCAL REGISTER MAP**

# City of Visalia Historic Recognition Program

## Program Summary

Visalia's historic buildings are a reminder of the area's rich history of the land, people and events. The City of Visalia's Historic Recognition Program (HRP) allows interested building owners the opportunity to be considered for a plaque identifying their building and its local historical significance to the community.

- The plaque identifies these structures as a visible and important link to our past and draws attention to Visalia's historic character.
- The program is open to both residential and commercial properties and applies to building exteriors only.
- The City of Visalia's Historic Preservation Advisory Committee (HPAC) in conjunction with city staff manages the HRP.

## Qualification Requirements

- The building must be at least 50 years old as of the date of the application.
- HPAC and city staff will research the building for authenticity, date of construction, site of significant historical event and other factors.
- Exterior renovations and alterations should be sensitive to the historic nature and style of the property. (Refer to [Visalia Architectural Style Guide](#) located on the city website for details regarding architectural style information and examples in Visalia.) Architectural features should be consistent with the structure's original design.
- HPAC reviews general maintenance and routine upkeep of the building, including exterior paint, landscape. Overall appearance should be good to excellent condition.
- Buildings need not be located within the Historic District. There are many buildings included on the Local Register of Historic Structures that are not within the Historic District.

## Nominations

- Nominated buildings must be within the Visalia city limits and not be a previous award recipient.
- Individuals and organizations may nominate a building for the program by submitting a letter to Planning Division city staff.
- HPAC determines if the nominated building meets the qualification requirements.
- Qualified nominations are valid until a change of ownership or alterations to the building have occurred since the nomination was determined to be authorized.

## Judging

- HPAC and/or city staff will take photos of nominated properties. HPAC will review any historic property documentation provided by city staff along with the photos and may also conduct a site review.

- At regular public HPAC meetings (second the fourth Wednesdays of each month) the committee discusses the nominations. The committee considers the quality of design of exterior modifications in evaluating the nominations including but not limited to:
  - fences
  - roof vents, chimneys
  - repairs
  - replaced windows
  - signage (commercial properties)
  - architectural significance

#### Plaque Awards

- Plaques, along with a letter of acknowledgement, are awarded to the building owner by the City of Visalia and HPAC.
- The building's owner is responsible for placing the plaque on the building and assumes ownership of the plaque.
- These guidelines do not prevent a property owner from independently mounting a historic plaque or marker on their building.

# **City of Visalia**

## **Historic Recognition Program**

### **I. Summary of HRP**

The Historic Recognition Program (HRP) allows interested building owners an opportunity to be considered for a plaque to identify the building and its local historical significance to the community.

### **II. Program background**

Founded in 1852, Visalia is the oldest town in the Valley between Los Angeles almost to Stockton. Visalia sprang up out of the middle of an oak forest and the earliest settlers built a log fort for security. Soon they abandoned the fortification and began building a community.

As one of the earliest inland communities, Visalia played a vital role in the growth and development of the Southern San Joaquin Valley and as a result became an important town in California history. The town's historic buildings are a reminder of the rich history of the land, people and events. The plaque would identify these structures as a visible, important link to our past.

### **III. Purpose of HRP**

The purpose of HRP is to draw attention to the historic character of Visalia by identifying historic structures with plaques. Benefits include:

- Development and enhancement of community pride and charm;
- Education of the community about Visalia history.

### **IV. Plaque process**

- The HPAC Committee will review 'qualified' structures nominated by either the owner of the building or members of the community, with the written consent of the building owner.
- By majority vote, the committee will determine the recipient of the plaque.
- Factors to be considered for buildings receiving a plaque are as follows:
  - Age;
  - Style;
  - Site of significant historical events;
  - Condition – including appearance, additions and alterations to the home;
  - Proper documentation on building history;
  - Other relevant information.
- Members of the HPAC committee may choose one or more buildings at a time to receive plaques.

- V. **Requirements for a structure to qualify for an interpretive marker are:**
- The building must be at least **75** years old.
  - The building must be researched for its authenticity, and at a minimum, the date of construction must be reasonably determined.
  - Research must be conducted by qualified historical research personnel approved by the City of Visalia Historic Preservation Advisory Committee (HPAC) and proper documentation must be provided to HPAC before a plaque can be placed on a building.
  - The building's exterior must be restored or properly maintained in accordance with its historical style and character.
  - In the event that a building has been moved from its original site, it must retain a sense of its historic architectural style and integrity.
  - The owner of the building must authorize the placement of the plaque on the building and assumes ownership of the plaque.
- VI. **Uniformity and standardization of markers**
- The plaques used in the HRP should be of the same size, design and material composition, unless an alternative is approved by the HPAC.
  - Mounting on commercial buildings - The plaque should be mounted between 5 and 6 feet above the ground level surface, in a conspicuous place, and the location must be agreed to by building owner.
  - Mounting on residential buildings – The plaque should be mounted in front of the residence, preferably not attached to the building. It should be located in an area readable from the sidewalk or other public right-of-way. Mounting should be done in accordance with approved method described by HPAC.
- VII. **Responsibility for the HRP plaques**
- Once mounted, all plaques become the property of the building owner.
- VIII. **Nomination of buildings for HRP**
- Individuals and/or organizations can nominate a building for the program, but only HPAC and the building owner can authorize a plaque for a building *through this program*.
  - Prior to HPAC consideration of a nomination, an "Application and Property Owner Authorization" form is required.
  - The signed agreement and confirmed site research meeting the intent of the requirements in Section V shall be considered a "qualified nomination."
  - Qualified nominations continue to be valid unless there has been a change of ownership of the structure, *of if alterations to the building have occurred since the nomination was determined to be 'Qualified'*.

IX. **Application to participate in HRP**

- Requests for consideration must be accompanied by a “Historic Recognition Program - Application and Property Owner Authorization” form. Participation in HRP is voluntary, with the Historic Preservation Advisory Committee making the final determination for the awarding of plaques.

X. These guidelines are subject to change by HPAC. There may be occasions which call for deviation from the guidelines, wherein HPAC will be the final determining body for consistency with the purpose and intent of the guidelines and requirements.

XI. The HRP program guidelines and requirements are in no way intended to limit the ability of a property owner to independently mount a historical plaque or marker on their building.

XII. This program is based upon independent funding through grants, donations or other means. The program may be suspended during times when adequate funding is not available.

XIII. Participation in this program does not confer any special “historic” status to a property or building.

**1. *What are the historic preservation awards?***

Each year, the City of Visalia Historic Preservation Advisory Committee honors individuals who have performed extraordinary construction or continued maintenance to historical properties and structures in the city. This year was the ninth annual awards presentation, and five property owners were honored.

**2. *What determines if a building is historical?***

The rule of thumb used by the State of California is any structure which is at least 50 years old. Visalia also has a historical district, generally surrounding the downtown area, and a list of historical structures which are of special concern. There are about 350 officially recognized historical structures. In addition, there are many "historical buildings" which are not in the historical district and which are not on the list of historic structures which are, nevertheless, historical and have special value.

**3. *How are buildings nominated?***

Any person can submit a nomination, in writing, to the Historical Preservation Advisory Committee. The Committee members also nominate buildings for consideration. To be considered, the building must be in the city limits, be historic, and cannot be a previous award winner. 57 buildings have received awards in the past nine years.

**4. *How is judging conducted?***

Staff takes pictures of the nominated properties and the Committee reviews these pictures and also goes out to each of the sites to look at them closely. The Committee has regular public meetings, and at one or two of these meetings, takes time to discuss the nominations. The Committee likes to have a strong consensus before seriously considering awarding a property an award. The Committee considers many factors in their evaluation, such as:

- \* Quality of maintenance and upkeep of the existing structure
- \* Architectural consistency and compatibility of exterior modifications
  - fences
  - roof vents, antennae and chimneys
  - repair work
  - new windows
- \* Quality of design and upkeep of landscaping
- \* Quality of signage, if it is a commercial property
- \* Architectural significance: does this building have a unique visual quality?

**5. *Is it more expensive to remodel or improve a historic home?***

This depends on the age of the structure, materials used, and the extent of the remodel. Often, older buildings have additional structural improvements which need to be made during remodeling, due to factors such as termites, dry rot, and rust.

**6. What would be some of the issues someone would have to consider if they were going to improve a historical building?**

If it is in Visalia, call the city planning department to see if the Historic Preservation Committee needs to review the work first. If the improvements relate only to landscaping, interior work, painting, or reroofing with similar materials, the Committee does not review these types of jobs.

The work should be sensitive to the historical character of the home. For example, chrome porch pillars on a California bungalow house would be out of character of the historic structure. Work does not have to be extraordinary or expensive to make a historic property look impressive. Do little things like mow your lawn, keep the front painted, repair the roof when the shingles look worn, don't keep junk vehicles in the front driveway or on the front lawn.

**7. Who were the winners? Where are they located and why were they honored?**

Residential Awards

4  
Address: 632 N. Encina  
Owner: Dolly Maxwell  
Date Built: 1936, by Clyde Switzer  
Style: Vernacular  
In District: Yes  
On Register: No  
Notes: Park-like setting, with antique lamp posts. Originally built for an assessed value of \$5,200.

1  
Address: 714 N. Highland  
Owner: Jeanne Chandler  
Date Built: 1913, by Howard Parish  
Style: Bungalow  
In District: Yes  
On Register: Yes: Focus Structure  
Notes: The 1 and 1/2 story house has an asymmetrical facade with a large gabled dormer to the side of the porch. Park-like setting with outstanding heritage trees.



5  
Address: 513 S. Garden  
Owner: Debra Neeley  
Date Built: 1906, by W.S. Campbell  
Style: Colonial Revival  
In District: Yes  
On Register: Yes: Focus Structure  
Notes: L-shaped front porch with paired columns. The house has a complex, flaired roof-line.

### Commercial/Rehab Awards

2  
Address: 1420 W. Center  
Owner: Scott and Mitra Lyons  
Date Built: 1928 by R.B. Abbot (for \$3,600)  
Style: Bungalow  
In District: No  
On Register: No  
Architect: Ray Schlick.  
Contractor: Zotties Construction  
Notes: The southwest corner of the building, and the bay windows along the east side of the house are new additions.

3  
Address: 810 W. Acequia  
Owner: Rick and Susan Mangini  
Date Built: 1917 by W.G. Ferguson  
Style: Originally one story bungalow.  
In District: No  
On Register: No  
Architect: Mangini Associates.  
Contractor: Robert Self.  
Notes: Originally built as a one-story. In 1947, the attic was converted to living space. The gable over the porch and the bay window on the second story were additions done by the Manginis.

### **8. How were they honored?**

The winners were invited to a City Council meeting on June 13th. The Historic Committee presented a bronze plaque and a certificate to each winner.

## NOMINATING CRITERIA

### 1. General Maintenance

The routine upkeep of the structure should be in good to excellent maintenance. By routine upkeep, it is meant that the exterior paint is in good shape; that the lawn looks manicured, or is at least in some kind of healthy condition; that the building materials that were used are still in decent shape...etc. The overall appearance of the structure and its immediate surroundings should give you a nostalgic feeling.

### 2. Architectural Features

Architectural features such as balance, symmetry, formal composition, expressions of diverse functions (window openings, walls, entrys, roof configurations, eaves,) and the choice and finish of materials. These features, if they are authentic, can be a very close measurement of the structure's relative age.

### 3. Consistency with Original Structure

The consistency of the structure's purpose from the original intent is another criteria to investigate when making nominating decisions. Does the structure still operate as it was intended when it was built? Are the spaces in the structure being wholly utilized as the way they were intended? Has the structure been altered to improve or to change the consistency?

### 4. Infill Consistency

If the structure has abandoned its original purpose, then has the infill utilized the structure to its upmost potential? Does the feel of the structure change for the better or the worse? Does it mesh well with its surroundings as it did before? These are the types of questions you should ask yourself when

confronted with a structure in this category.

5. Alterations/Additions

Alterations and additions to structures within the Historic District must go through HPAB in order to get any kind of permit. Through this process, we have managed to have some control over whether or not proposed alterations/additions were appropriate for the general character and feel of the neighborhood as well as the individual historic values of the structures themselves. When considering nominating criteria, concerned elements are of appropriateness, consistency with materials and finishes, the general feel of the building (Does it change?), architectural features (continued or altered?), type of construction...etc.

6. Moved and Saved Category

The concern with moving and saving a structure is the closeness to the original orientation of the building and the compatibility with the area it is moved to. For instance, if the front door was originally facing south, is it still facing south?

7. Special Features

Special features of a particular structure include mostly architectural features that stand out and date a structure by placing it into a specific time period (i.e. Colonial, Georgian, Federal, Greek Revival, Early Victorian, Victorian, and Twentieth Century).

8. Styles for Visalia: How to Recognize Them

Bungalow Style

- a. Gabled roof facing the street
- b. Shed dormer
- c. Wood shingle siding

- d. Tapered porch post
- e. Sun porch
- f. Battered porch piers
- g. Tapered porch posts
- h. King post
- i. Tie beam
- j. Rafters
- k. Wall plate
- l. Collar beam
- m. Knee braces
- n. Wide window openings
- o. Flared base
- p. Exterior chimney
- q. Small windows flanking chimney

### Stick

- a. Horizontal, vertical, and/or diagonal boards set against a plain surface
- b. Square bay windows
- c. Gabled roof
- d. Eaves with brackets for support

### Colonial Revival

- a. Slate tile roof or shingle roof
- b. Bevel siding
- c. Swan's neck pediment
- d. Single-light sash
- e. Large three-part window
- f. Glass-paneled door
- g. Oversize side lights
- h. Square sights in upper sash
- i. Single light in lower sash
- j. Striaight window heads
- k. Large pilastered and arcaded chimney stack
- l. Smoothe brick finish in Flemish bond with fine joints
- m. Board siding on facade
- n. Board siding on cheeks of oversize dormers
- o. Bay window
- p. Large balconied entry portico or porch

### Queen Anne/Eastlake

Queen Anne:

- a. Irregularity of plan and massing

- b. Different wall surfaces (i.e. brick for ground story with shingles and/or horizontal
- c. Bay windows, straight-topped windows, or round-arched windows
- d. Window panes set in lead or wooden sashes
- e. High and multiple roofs with ridges set at right angles
- g. A-roof is predominant
- h. Chimneys are paneled or modeled in cut or molded brick
- i. Classical small detailing

#### Eastlake:

- a. Massive and robust porch posts, railings, balusters and pendants
- b. Large curved brackets and scrolls at corners or projections
- c. Spindles and lattice work along porch eaves
- d. Often confused with Queen Anne and sometimes combined with it

#### Mission Style

- a. Stucco or plaster finish
- b. Arcades
- c. Red-tiled roof
- d. Curvilinear gable
- e. Projecting eaves with exposed rafters
- f. Canales (water spouts)
- g. Coping or top of parapet covered
- h. Bell tower
- i. Iron balconet
- j. Archivolts trim
- k. Piers
- l. Impost molding

#### Colonial Revival

- a. Enriched compound arch
- b. Iron window grilles
- c. Arcaded cornice
- d. Arcades supported by columns
- e. Carved and molded capitals
- f. Molded cornice
- g. Red tile roof
- h. Enriched classical door
- i. Enriched corbels
- j. Curvilinear gable
- k. Bell tower

- l. Niches
- m. Enriched cornice window head
- n. Plastered and arched portal
- o. Iron balconet
- p. Arched window opening
- q. Lintel-type window opening
- r. Loggia

### Ranch Style

- a. Gabled roof
- b. Long front porch
- c. Long side generally faces the street
- d. Common to residential neighborhoods of Visalia

### Shingle Style

- a. Gable roof with long slopes
- b. Multi-light casement windows
- c. Shingle siding
- d. Shingle-covered porch posts
- e. Two-story bays
- f. Pent roof
- g. Eaves close to the wall
- h. Multi-gabled roof
- i. Circular two-tiered porch
- j. One-story gabled porch
- k. Multi-light sash windows
- l. Undulating or wave-pattern shingle siding
- m. Conical roofed tower with hip knob and finial
- n. Gable end pent

### Period Revival: Tudor Revival

- a. Steeply pitched gable roof
- b. Half-timbering
- c. Closely related to the Ranch Style homes with the exception of the roof's steep pitch

### Vernacular

- a. May be of obvious style but built with unusual local material
- b. Particularly unique buildings which do not fit into any major style category

- c. Building forms expressing no identifiable style

#### Western Stick Style

- a. Gentle pitched gable roofs
- b. Projecting balcony
- c. Projecting second story porch
- d. Exposed and extended rafters with attenuated ends
- e. Projecting purlins
- f. Window sill
- g. Extended balcony sill
- h. Protruding balcony rail
- i. Casement-type window
- j. Shingle siding

#### Utilitarian

- a. Describes a functional emphasis of the structure
- b. Examples under this heading are:
  - Gas stations
  - Water towers
  - Some industrial buildings
  - Lamp posts
  - Drive-in restaurants

#### Commercial Italianate

- a. Brick structures with wooden trim
- b. Some are wooden structures that were stuccoed over at a later date
- c. Flat-fronted with a bracketed cornice and a parapet
- d. Sometimes topped with a cresting
- e. Tall and narrow windows symmetrically placed with flat or rounded tops and prominent lintels
- f. Ornamentation and elegant proportions

#### International Style

- a. Plain stucco or plaster surface
- b. Metal casement windows
- c. Absence of cornice or projecting eaves
- d. Curtain wall of glass

- e. Cantilevered balcony or upper floor
- f. Closed or boxed eaves
- g. Clerestory windows



## 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:

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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.

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

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

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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 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month)

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

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*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.*