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The Planning Department

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CHAIR
VICE-CHAIR
SECRETARY
COMMISSIONER
COMMISSIONER
COMMISSIONER



FINAL MINUTES OF THE HISTORIC SITES AND RECORDS PRESERVATION COMMISSION

JULY 14th, 2025 (Approved 9/8/25)

1. Call to Order and Roll Call

Seeing a quorum, the regular meeting of the Historic Sites and Records Preservation Commission (HSRPC) was called to order by Chair Jacob Hawley 10:00 A.M.

Present: Jacob Hawley, Richard Westfall, Clay River, Kathleen Leavitt, Jeanetta Phillips, and Jazzmyn Gegere.

Planning Staff: Polina Pivak and Marcia Burton.

Excused: Letha Goger

Guests: None.

2. Public Comment on Non-Agenda Items

There was no public comment received.

Due to technical difficulties the Commission paused the meeting for a few minutes, then Hawley provided a summary of what occurred in the meeting before moving on to the next agenda item.

3. Approval of Minutes

a. June 9th, 2025 Meeting

Leavitt noted that her last name was misspelled. No other corrections were identified or suggested by the Commission.

By Motion of River, Seconded by Phillips, The Historic Sites and Records Preservation Commission approved June 9, 2025 minutes as amended. 6 Ayes, 0 Nays, 1 Excused (Letha Goger), 0 Abstained. Motion Passed as amended.

4. Committee Business

a. HSRPC Project Updates:

I. Records Preservation Program

Senior Planner, Polina Pivak noted that Sarah Hughes (Cadastral Drafting Technician from the Assessor-Recorder's Office) will possibly present the findings on the NPS (National Park Services) Map Project at

the HSRPC August 11, 2025 meeting.

Pivak then noted that she will be out of the office for the month of August and cannot attend the August 11, 2025 HSRPC meeting but plan on reengaging the Stakeholder Records Preservation Group upon her return to discuss County Policy on Record Retention, and the Family Search Contract.

II. Historic Design Review Overlay (HDRO) Outreach Campaign

- **Discussion and Recommendations on DRAFT Historic Design Review Overlay Outreach Presentation to Community Stakeholders**

Hawley noted that the HDRO overlay presentation in the agenda packet was fantastic and it was exactly what he was looking for.

Pivak shared that the HDRO overlay presentation was created based on the discussions of the Commission and expressed concerns regarding the memes and clarified that Mariposa County did not endorse those memes; therefore, recommended that the memes be removed. Pivak also noted that the neighboring city should not be included in the HDRO presentation as well and asked for the Commission's input.

Hawley agreed with Pivak's recommendation and noted that he was fine with including neighboring city on the presentation as it was a great representation of what the Commission did not want the Mariposa Historic Design area to resemble and to concentrate on the historic town appearance.

Westfall agreed with Pivak's memes recommendation.

Leavitt suggested starting the presentation with "Other California Towns Without HDRO" and agreed with Pivak to eliminate the memes. Pivak agreed with Leavitt's suggestion and stated that this would mirror the slide.

Gegere agreed with Pivak's recommendation and noted that this would not associate a negative connotation with neighboring cities and businesses.

Pivak noted that she will bring back to the Commission the revised HDRO presentation and will ask GIS (Geographic Information Systems) to make a simpler map of the HDRO Zone for ease of readability as the Commission will be presenting on a smaller screen. Hawley recommended that the final presentation should be digital in addition to the paper format printed on a plotter printer. Pivak suggested that the presentation should be one sheet (simpler that summarized the presentation) opposed to multiple sheets as presented to the Commission, along with a few maps.

III. Gold Rush Design Review Guidelines

Pivak noted that this item will need to go to the Board of Supervisors.

IV. Certified Local Government (CLG)

Pivak shared that there has been no forward progress, but work has been initiated.

V. Historic Resource Inventory Database

Pivak shared that there has been no forward progress, but work has been initiated.

5. Future Agenda Items

- Records Preservation Program – Presentation from Sarah Huges (NPS Map Project)
- Historic Design Overlay (HDRO) Outreach Campaign – Pivak to bring back revised Draft HDRO Overlay Outreach presentation
- Gold Rush Design Review Guidelines Update
- Certified Local Government (CLG) Update
- Historic Resource Inventory Database Update

6. Adjournment

There being no further business, the regular meeting of the HSRPC was adjourned at 10.22 A.M.

Respectfully submitted by Richard Westfall, Secretary for HSRPC