

**LINKED MINUTES OF THE CITY OF HISTORIC PRESERVATION ADVISORY
BOARD HELD IN THE JANELL WHITLOCK MUNICIPAL COMPLEX ON MAY 21,
2026, AT 1:30 P.M.**

Present:	Ken Britt	Chairman
	Larry Mitchell	Vice-Chairman
	Veronica Barnhart	Board Member
	Marsha Doss	Board Member
Absent:	Dr. David McIntosh	Board Member
Also Present:	Trysha Ortiz	Deputy Director Planning and Zoning
	Stephan Brown	Compliance Clerk
	Jameson Lucas	Community Historian
	Denise Green	Carlsbad MainStreet

0:00:45 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, determining the presence of a quorum.

0:01:16 **2. APPROVAL OF MEETING MINUTES – APRIL 16, 2026**

0:01:43 **MOTION**

The motion was made by Mr. Mitchell and seconded by Ms. Barnhart to approve the meeting minutes from April 16, 2026

0:01:52 **VOTE**

The vote was as follows; Yes - Britt, Mitchell, Barnhart; No - None; Abstain - Doss; Absent - McIntosh; the motion carried

0:02:23 **3. DISCUSSION OF THE HISTORIC PRESERVATION OVERLAY
ZONE DISTRICT AND ORDINANCE**

Ms. Ortiz stated, after hearing from the state regarding the Ordinance, the decision was made to have the Ordinance updated and rewritten by a third party. She stated Randy Van Vleck originally wrote the Ordinance and would be the recommended individual to make the revisions now. **Mr. Lucas** asked when the Ordinance was originally written. **Ms. Ortiz** said she did not know the original timeline.

Mr. Britt asked whether the new draft Overlay Zone map could be presented at the next meeting. He stated, after such a long delay, the board would like to move forward as soon as possible.

Mrs. Doss asked what the advantage would be of having a third party review and rewrite the Ordinance. **Mr. Britt** stated it would be in the board's best interest to have a third party complete the work so it could be done more effectively. He added it would be preferable since Mr. Van Vleck had written the original Ordinance.

0:10:51 **4. UPDATE REGARDING THE PROPERTY PLAQUES**

Ms. Ortiz stated she had found a company to create the bronze plaques. She explained the City could provide the city logo and an overview of the property, and the company would then create a draft design of the plaque. **Mr. Lucas** stated he is already in contact with a supplier that has previously worked with the Museum and the Halagueno Arts Park. He noted the supplier is an approved City vendor and believes the company is based in New York. **Mr. Lucas** stated using the same supplier would provide consistency with the plaques already created for the City.

Mr. Britt asked Mr. Lucas if he could prepare a draft list of City owned buildings that could be considered for plaques. **Mr. Lucas** asked whether the focus should be limited to buildings within the Historic Overlay Zone or include all City owned buildings. **Mr. Britt** said any priority building should be considered, regardless of whether it is located within the Overlay Zone. **Mr. Lucas** stated he would begin working on the list. He noted the turnaround time for the plaques is approximately nine weeks. **Mr. Britt** asked about the cost of each plaque. **Mr. Lucas** stated he was unsure of the exact amount. **Mr. Lucas** asked which City owned buildings are located within the Historic Overlay Zone. **Mr. Britt** identified the Municipal Annex, the property located at 201 S. Halagueno Street, the Cavern Theater, and City Hall.

0:22:00 **Adjourned**

With no further business, Mr. Britt adjourned the meeting at 1:56 PM.



Ken Britt, Chairman



Date