

# Attachment A

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# Monterey County

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## Board Report

Legistar File Number: 15-1133

October 20, 2015

Introduced: 10/13/2015

Version: 1

Current Status: Scheduled PM

Matter Type: General Agenda Item

Public hearing to consider:

- a. Denying an appeal by Ms. Massy Mehdipour of the Historical Resources Review Board's recommendation to the Monterey County Building Official to impose additional requirements on the Mothball Protection Plan to preserve the "Connell House," located at 1170 Signal Road in Pebble Beach, from further damage due to exposure to weather; and
- b. Approving a Mothball Protection Plan with conditions to maintain the house and to protect it from further damage and deterioration.

(Appeal from the Monterey County Historical Resources Review Board's recommendation to the Monterey County Building Official regarding the Mothball Protection Plan for the "Connell House" - REF150089/1170 Signal Hill Road, Pebble Beach, Del Monte Forest Land Use Plan)

### PROJECT INFORMATION:

**Planning File Number:** REF150089

**Owner:** Massy Mehdipour

**Project Location:** 1170 Signal Road, Pebble Beach

**APN:** 008-261-007-000

**Agent:** N/A

**Plan Area:** Del Monte Forest Land Use Plan

**Flagged and Staked:** No

**CEQA Action:** The Mothball Protection Plan is exempt from environmental review under Section 15331 of the CEQA Guidelines.

### RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution including the following:

1. Deny the appeal by Massy Mehdipour of the Historical Resources Review Board's recommendation to the Monterey County Building Official to impose additional requirements on the Mothball Protection Plan to preserve the "Connell House," located at 1170 Signal Hill Road, from further damage due to exposure to weather; and
2. Approve the Mothball Protection Plan with conditions to maintain the house and to protect it from further damage and deterioration.

### SUMMARY:

The subject appeal is related to a code enforcement action to protect a historic structure from weather related damage. The dwelling in question is known as the "Connell House" and is listed in the California Register of Historical Resources and eligible for listing in the National Register of Historic Places. Lack of maintenance and, more recently, vandalism have resulted in significant damage to the dwelling. The property owner has submitted an application to demolish the house and replace it with a new structure. An Environmental Impact Report (EIR)

is currently being prepared.

This code enforcement action began with a compliance order requiring the property owner to maintain the house; this was followed by an act of vandalism which jeopardized the structural integrity of the house resulting in the need to provide structural support. Due to this event, the requirement to maintain the house was changed to a requirement to mothball the house in compliance with guidance provided by the Secretary of the Interior for Mothballing Historic Structures (Preservation Brief 31). The Historic Resources Review Board (HRRB) is the County's expert on historic resources and approved a Protection Plan subject to recommended conditions. The action of the HRRB is a recommendation to the Building Official who added the recommended conditions to the Construction Permit.

The objective of the Protection Plan is to 1) protect the building from additional loss, 2) weatherize and maintain the building to stop moisture penetration, and 3) control humidity levels inside of the building. The property owner filed an application (Construction Permit #15CP01861) for the Protection Plan. The HRRB considered the Protection Plan at three public hearings in August and September 2015. On September 3, 2015, the HRRB recommended approval of the Protection Plan. The property owner attended two of the hearings only.

On September 28, 2015 the property owner appealed the HRRB action. The primary reason for the appeal is the property owner (appellant) does not agree with the recommendations of the HRRB. The appellant's proposal does not sufficiently address measures to protect the house from additional damage, or correct the existing conditions. The HRRB action addresses the need to identify the problem areas on the house and the measures needed to protect the building. The appellant has not evaluated the problem areas of the house and thus the plans she submitted cannot be evaluated for effectiveness. A technical subcommittee of the HRRB visited the house and identified problem areas and listed actions to address those issues based upon the guidance provided by Preservation Brief 31.

DISCUSSION:

Detailed discussion is provided in Attachment A.

OTHER AGENCY INVOLVEMENT:

The following agency has reviewed the project and has recommended conditions:

✓ Monterey County Historical Resources Review Board

FINANCING:

Funding for staff time associated with this project is included in the FY15-16 Adopted Budget for RMA-Planning.

Prepared by: Luis A. Osorio, Senior Planner ext. 5177  
Approved by: Mike Novo, Director, RMA-Planning, ext. 5192  
Carl P. Holm, Director Resource Management Agency

This report was reviewed by John Ford, RMA Planning Services Manager



Attachments:

The following attachments are on file with the Clerk of the Board:

- Attachment A Discussion
- Attachment B Draft Board Resolution including plans for the Mothball Protection Plan
- Attachment C Notice of Appeal
- Attachment D Historic Resources Review Board Resolution
- Attachment E Code Compliance Orders
- Attachment F Staff Correspondence to owner/appellant, August 7, 2015
- Attachment G Vicinity Map

cc: Front Counter Copy; California Coastal Commission (if applicable); John Ford, RMA Planning Services Manager; Massy Mehdipour, Owner; The Open Monterey Project (Molly Erickson); LandWatch (Amy White); Project File REF150089

**ATTACHMENT B  
DRAFT RESOLUTION**

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

In the matter of the application of:  
**SIGNAL HILL LLC (15CP01861)**

**RESOLUTION NO. 15 - \_\_\_\_\_**

Resolution by the Monterey County Board of Supervisors:

1. Denying an appeal by Ms. Massy Mehdipour of the Historical Resources Review Board's recommendation to the Monterey County Building Official to impose additional requirements on the Mothball Protection Plan to preserve the "Connell House," located at 1170 Signal Road in Pebble Beach, from further damage due to exposure to weather; and
2. Approving a Mothball Protection Plan with conditions to maintain the house and to protect it from further damage and deterioration.

[15CP01861, Signal Hill LLC, 1170 Signal Hill Road  
(APN: 008-261-007-000), Pebble Beach, Del Monte Forest  
land Use Plan]

**The Appeal by Massy Mehdipour of the Historical Resources Review Board's recommendation to the Monterey County Building Official to impose additional requirements on the Mothball Protection Plan to preserve the "Connell House" from further damage due to exposure to weather came on for public hearing before the Monterey County Board of Supervisors on October 20, 2015 and November 17, 2015. Having considered all the written and documentary evidence, the administrative record, the staff report, oral testimony, and other evidence presented, the Board of Supervisors finds and decides as follows:**

**FINDINGS**

- |                    |   |    |   |    |  |
|--------------------|---|----|---|----|--|
| <b>1. FINDING:</b> | <b>PROJECT DESCRIPTION</b> – The proposed project is a Mothball Protection Plan to protect the "Connell House" from further damage and deterioration consistent with the standards of Monterey County Code and the U.S. Secretary of the Interior.  |    |   |    |  |
| <b>EVIDENCE:</b>   | <table border="0"><tr><td style="vertical-align: top; padding-right: 10px;">a)</td><td>The application, project plans, and related support materials submitted by the project applicant to Monterey County RMA-Planning for the proposed development found in Project File Nos. 15CP01861 and REF150089 and Code Enforcement File No. 13CE00338.</td></tr><tr><td style="vertical-align: top; padding-right: 10px;">b)</td><td>Monterey County Code Sections 18.14 and 18.15 require existing structures to be maintained in a safe and livable condition. The house has been allowed to deteriorate as reflected by the mold growing within the structure during site inspections in the spring of 2015. On May 22, 2015, a Compliance Order was sent to the property owner requiring that the house be brought into compliance with Chapters 18.14 and 18.15.</td></tr></table> | a) | The application, project plans, and related support materials submitted by the project applicant to Monterey County RMA-Planning for the proposed development found in Project File Nos. 15CP01861 and REF150089 and Code Enforcement File No. 13CE00338. | b) | Monterey County Code Sections 18.14 and 18.15 require existing structures to be maintained in a safe and livable condition. The house has been allowed to deteriorate as reflected by the mold growing within the structure during site inspections in the spring of 2015. On May 22, 2015, a Compliance Order was sent to the property owner requiring that the house be brought into compliance with Chapters 18.14 and 18.15. |
| a)                 | The application, project plans, and related support materials submitted by the project applicant to Monterey County RMA-Planning for the proposed development found in Project File Nos. 15CP01861 and REF150089 and Code Enforcement File No. 13CE00338.   |    |   |    |  |
| b)                 | Monterey County Code Sections 18.14 and 18.15 require existing structures to be maintained in a safe and livable condition. The house has been allowed to deteriorate as reflected by the mold growing within the structure during site inspections in the spring of 2015. On May 22, 2015, a Compliance Order was sent to the property owner requiring that the house be brought into compliance with Chapters 18.14 and 18.15.  |    |   |    |  |

- c) In early June 2015 a structural engineer approached the County about obtaining a permit to demolish the building as being a structural hazard. Upon inspection of the building it was discovered that interior and exterior structural members on the bottom floor were saw-cut and large bore holes were drilled through the structural header. This vandalism posed a significant risk that the structure may collapse. As a result a second Compliance Order was issued by the County on June 19, 2015 wherein the house was deemed as an “Unsafe Structure” and the applicant was required to apply for an Emergency Building Permit to shore up the failing section of the house. On July 1, 2015, the property owner hired a contractor to undertake the work after the County obtained a warrant and hired a contractor to shore up the structure. The shoring has been completed by the property owner and the structure is stable.
- d) On July 21, 2015 a third Compliance Order was issued to modify the previous maintenance requirement to require action be taken to simply protect the building from further deterioration. This Compliance Order required the owner to submit a “Mothball” Protection Plan (Protection Plan) to weatherize the structure and stop moisture penetration. The applicant filed for the construction permit (Permit No. 15CP01861) and submitted plans. The house is a historic structure and as such the U.S. Secretary of the Interior standards for mothballing of Historic Structures were used to evaluate the work proposed by the property owner. The County of Monterey Historic Resources Review Board is the body charged with reviewing modifications to Historic Structures.

**2. FINDING:**

**PROCESS** – The subject Mothball Protection Plan (15CP01861) (“project”) has been processed consistent with all applicable procedural requirements.

**EVIDENCE:**

- a) The Mothball Protection Plan was submitted on July 27, 2015. The Historical Resources Review Board of Monterey County reviewed and considered the Mothball Protection Plan at public hearings on August 6, 24 and September 3, 2015, pursuant to regulations for the Preservation of Historic Resources of Chapter 18.25 of the Monterey County Code and according to the terms contained in the State of California’s *Procedures for Certified Local Government Historic Preservation Program* approved by the Department of the Interior.
- b) The HRRB meetings were noticed consistent with the requirements of the County Code.
- c) On September 28, 2015, the appellant, Massy Mehdipour, timely filed an appeal of the Historical Resources Review Board recommendation. The hearing before the Board of Supervisors was duly noticed for October 20, 2015. A notice of public hearing was placed in the Monterey County Weekly on October 8, 2015 and mailed to interested persons and property owners within 300 feet on the same date.
- d) The appeal was scheduled for a public hearing on October 20, 2015. On October 18, 2015 the applicant requested a continuance, the Board of Supervisors granted the continuance to November 17, 2015. The County Staff continued to meet with the appellant to develop a solution to the need to weatherize the house. The County and appellant

discussed the conditions which would be acceptable. These were put in the form of a stipulated agreement which has not been agreed to by the applicant. Out of those discussions a list of conditions was prepared by the Chief Building official which meets the objective of Preservation Brief 31 and is consistent with the requirements of the Uniform Building Code. These conditions have been considered by the Board of Supervisors and are conditions of this action.

- e) The application, project plans, and related support materials submitted by the project applicant to Monterey County RMA-Planning for the proposed Mothball Protection Plan found in Project File Nos. 15CP01861 and REF150089 and Code Enforcement File No. 13CE00338; project-related materials on file with the Clerk of the Board of Supervisors.
- f) Review by the HRRB is a requirement. Section 18.25.170.A states: “All applications for regulated permits shall be filed with the Secretary upon the prescribed form and shall contain a clear statement and description of the proposed work, together with any other information deemed necessary by the Secretary, including applicable plans and specifications”. This section defines when a permit is required. A permit is required for any “regulated permit”. A Regulated Permit is defined as: “any permit issued for any work on an historic structure, its site, or a structure within any historic district”. Work being done on this historic structure involved work that required a Construction Permit and is thus a Regulated Permit which requires review by the HRRB. Section 18.25.170.E states: “The Secretary shall give written notice of the recommendation regarding the regulated permit to the applicant and to the Building Official.” The action by the HRRB is a recommendation to the Chief Building Official related to the issuance of the permit for the Protection Plan. Thus the action by the HRRB was entirely within the bounds of the discretion of the HRRB and the resolution with conditions is completely consistent with the requirements of the Monterey County Code.
- g) The County of Monterey is a participant of the Certified Local Government Program under the National Historic Preservation Act of 1966. This participation is certified per a Certification Agreement entered into by the California State Historic Preservation Officer and the County in 1995. Under this agreement, the County has agreed to “execute and administer a program for the identification and protection of historic, architectural, and archaeological resources...” according to the terms contained in the State of California’s Procedures for Certified Local Government Historic Preservation Program (procedures) approved by the Department of the Interior. Under these procedures, the County must “enforce appropriate state and local legislation for the designation and protection of historic properties.” The Monterey County Historical Resources Review Board was created under these procedures and has the authority to review the mothballing plan because the subject house is listed in the California Register of Historical Resources and eligible for listing in the National Register of Historic Places.

**3. FINDING: CONSISTENCY/SUITABILITY – The Project, as conditioned, is**

consistent with the applicable plans and County and State policies for the protection of historic resources, and is physically suitable for the proposed development.

- EVIDENCE:**
- a) During the course of review of this application, the project has been reviewed for consistency with the text, policies, and regulations in:
    - Monterey County Code Chapter 18.25.
    - California State Historic Preservation Officer-Monterey County 1995 Certification Agreement.
  - b) The project is located at 1170 Signal Hill Road, Pebble Beach (Assessor's Parcel Numbers 008-261-007-000), Del Monte Forest Land Use Plan. The property is zoned, "LDR/2.5-D (CZ)" [Low Density Residential, 2.5 Acres per Unit with a Design Review Overlay (Coastal Zone)], which allows single family dwellings. The Mothball Protection Plan would protect the existing dwelling from further deterioration.
  - c) The proposed Mothball Protection Plan has been reviewed consistent with applicable provisions of Chapter 18.25 (Preservation of Historic Resources) of the Monterey County Code. Specifically, the Plan has been processed per the permit review process established under Chapter 18.25.170 of the Monterey County Code.
  - d) The County of Monterey is a participant of the Certified Local Government Program under the National Historic Preservation Act of 1966 under a Certification Agreement entered into by the California State Historic Preservation Officer and the County in 1995. Under this agreement, the County has agreed to "execute and administer a program for the identification and protection of historic, architectural, and archaeological resources..", according to the terms contained in the State of California's *Procedures for Certified Local Government Historic Preservation Program* approved by the Department of the Interior. Under these procedures, the County must "enforce appropriate state and local legislation for the designation and protection of historic properties." The Monterey County Historical Resources Review Board has the authority to approve, and has reviewed, the proposed Mothball Protection Plan under these procedures because the subject house is listed in the California Register of Historical Resources and eligible for listing in the National Register of Historic Places.
  - e) Site visits have been conducted by County staff and the Historical Resources Review Board to confirm the need for the Mothball Protection Plan.

- 4. FINDING:** **CEQA (Exempt)** – The proposed Mothball Protection Plan is exempt from environmental review under Section 15331 of the CEQA Guidelines. Section 15331 exempts projects consisting of maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

**EVIDENCE:** The Mothball Protection Plan recommended for approval by the Historical Resources Review Board was found consistent with the guidelines contained in Preservation Brief #31 (Mothballing Historic Buildings) from the U.S. Department of the Interior. Therefore the

Mothball Protection Plan qualifies for exemption under Section 15331 of the CEQA Guidelines.

**5. FINDING:**

**APPEAL** – Upon consideration of the appeal, documentary evidence, the staff report, the oral and written testimony, and all other evidence in the record as a whole, the Board makes the following findings in regard to the Appellant’s contentions:

**EVIDENCE:** a)

**Contention No. 1:**

*The appellant states that the Resolution from the Historical Resources Review Board is fundamentally flawed and should be rejected prima facie. The appellant bases this assertion on the provisions of Section 18.25.060 of the Monterey County Code which states that “No property shall be designated pursuant to this Chapter without the consent of the property owner.”*

**Response:**

The reference provided by the appellant is based upon Section 18.25.060 of the Monterey County Code which addresses when historic structures may be designated as a Historic Resource. This designation requires the property owner’s consent. The action taken by the HRRB was not to designate the structure as historic, but to rather determine whether the mothballing protection plan was appropriate to protect a structure that is historic. The house is historic by its age, architectural style and the architect who designed the house as reflected by the house listing in the California Register of Historical Resources and eligibility for listing in the National Register of Historic Places. The structure does not need to be listed locally for it to be a historic structure for purposes of the County Code or California Environmental Quality Act.

Review by the HRRB is a requirement. Section 18.25.170.A states: “All applications for regulated permits shall be filed with the Secretary upon the prescribed form and shall contain a clear statement and description of the proposed work, together with any other information deemed necessary by the Secretary, including applicable plans and specifications”. This section defines when a permit is required. A permit is required for any “regulated permit”. A Regulated Permit is defined as: “any permit issued for any work on an historic structure, its site, or a structure within any historic district”. Work being done on this historic structure involved work that required a Construction Permit and is thus a Regulated Permit which requires review by the HRRB.

Section 18.25.170.E states: “The Secretary shall give written notice of the recommendation regarding the regulated permit to the applicant and to the Building Official.” The action by the HRRB is a recommendation to the Chief Building Official related to the issuance of the permit for the Protection Plan. Thus the action by the HRRB was entirely within the bounds of the discretion of the HRRB and the resolution with conditions is completely consistent with the requirements of the Monterey County Code.

In addition, the County of Monterey is a participant of the Certified Local Government Program under the National Historic Preservation Act of 1966. This participation is certified per a Certification Agreement entered into by the California State Historic Preservation Officer and the County in 1995. Under this agreement, the County has agreed to “execute and administer a program for the identification and protection of historic, architectural, and archaeological resources...” according to the terms contained in the State of California’s Procedures for Certified Local Government Historic Preservation Program (procedures) approved by the Department of the Interior. Under these procedures, the County must “enforce appropriate state and local legislation for the designation and protection of historic properties.” The Monterey County Historical Resources Review Board was created under these procedures and has the authority to review the mothballing plan because the subject house is listed in the California Register of Historical Resources and eligible for listing in the National Register of Historic Places.

b)

**Contention No. 2:**

*The appellant states that neither the Planning Department nor Historical Resources Review Board has the authority to compel her to implement a long-term 10-year “mothballing” plan in response to a code violation that her house is not weatherproof. The appellant further states that the Historical Resources Review Board rejected her plan as “inadequate” without any explanation as to why and attempted to impose upon her a long-term “mothball” plan without any regard to cost and safety.*

**Response:**

As established in the response to Contention 1 above, the HRRB does have authority to provide a recommendation to the Chief Building Official in the issuance of the Protection Plan.

The Historical Resources Review Board, reviewed the plans for consistency with Preservation Brief #31(Mothballing of Historic Buildings) of the Secretary of the Interior. The Brief contains measures designed as effective means of protecting a building while planning its future such as the case with the subject building. The measures generally strive to protect the building from sudden loss, weatherize and maintain the building to stop moisture penetration and to control humidity levels inside the building once it has been secured.

The Mothball Protection Plan submitted by the owner on July 27, 2015 was not specific to the problems associated with the building and included vague action items to be completed including replacing flashing atop portions of the building’s parapet walls, roof patching as necessary, securing windows and doors and placing tarps on both levels of the building. The HRRB found that the Protection Plan was inadequate because it did not specifically identify sources of damage that needed to be addressed and the corresponding corrective measures. The HRRB concluded that the property owner’s submittal did not comply with the Secretary of the Interior’s standards and required

additional elements on the Protection Plan and continued the hearing to a special meeting to allow the property owner to prepare an adequate plan. A follow up letter was sent to the property owner specifically outlining the action items identified by the HRRB (See Attachment F). The plans resubmitted by the property owner were not responsive to the direction provided by the HRRB and the owner did not appear at the follow up hearing before the HRRB. The HRRB appointed a technical subcommittee that conducted a site visit and recommended items for inclusion in the plans. The HRRB added these recommendations to its resolution recommending approval of the plans.

The objective of the HRRB was not to design a weatherization plan that would be for 10 years, but rather to insure that the house was protected from further damage due to water intrusion, existing mold conditions, and additional vandalism. The HRRB was emphatic of the need to adequately protect the house while the EIR process was completed. This could take some time and there was concern of the previous lack of maintenance and the need to provide an adequate plan.

The appellant contends a willingness to maintain and protect the house. This code enforcement action is related to the fact that the house has not been protected from weather impacts. Had the house been adequately maintained and protected there would not be a code enforcement action against the property.

c) **Contention No. 3:**

*The appellant states that the Department of Interior Standards do not apply because the work involved to weatherproof the house involves maintenance and no alteration to the building, and therefore no permit is required; and further, that the listing of a building under the California Register of Historical Resources does not impose any restrictions on maintenance upon a private property owner. The appellant further states that CEQA Guidelines section 15064.5 uses the standard of “material alteration” and “materially impaired” and that weatherproofing does not entail material alteration.*

**Response:**

The appellant contends that the Mothball Protection Plan does not require issuance of a construction permit under the County Code and thus the Department of Interior Standards should not apply. Yet, the property owner applied for a Construction Permit (15CP01861) for the Mothball Protection Plan. A Construction Permit is required to replace the flashing, repair the roof, and modify electric connections. In the HRRB review of the plan to protect the structure, there needs to be an objective standard for determining what actions are appropriate to prepare the building for a period of non-occupancy while the EIR process is completed. Preservation Brief 31 prepared by the National Park Service is an authoritative document which addresses this and is the industry standard for historic structures being placed into non-use for a period of time. The HRRB is the body of technical experts having discretion over these matters and it is appropriate to consult with



technical experts to insure that the County's actions are appropriate. Under this scenario the HRRB completed a peer review of the Mothballing Protection Plan, put together by the property owner, and deemed the plan to be insufficient. The standard of evaluation was Preservation Brief 31, "Mothballing of Historic Buildings." Regardless of whether a Construction Permit is required, the house needs to be protected from additional weather related deterioration. Preservation Brief 31 is the standard by which this protection is measured.

d)

**Contention No. 4:**

*The appellant states that her Protection Plan is consistent with the Department of the Interior's standards, that the HRRB is erroneously involved and has gone beyond what is appropriate in attempting to impose "to the highest extent the requirements and procedures of Brief #31." The appellant also states that she has no obligation to take measures to "mothball" her house for 10 years.*

**Response:**

The appellant's plans were incomplete in identifying what problems existed creating the water infiltration and as a result it was not possible to determine whether the proposed actions would address the problems. Brief 31 is broken down into the following components as taken directly from the National Park Service Website:

**Documentation**

1. Document the architectural and historical significance of the building.
2. Prepare a condition assessment of the building.

**Stabilization**

3. Structurally stabilize the building, based on a professional condition assessment.
4. Exterminate or control pests, including termites and rodents.
5. Protect the exterior from moisture penetration.

**Mothballing**

6. Secure the building and its component features to reduce vandalism or break-ins.
7. Provide adequate ventilation to the interior.
8. Secure or modify utilities and mechanical systems.
9. Develop and implement a maintenance and monitoring plan for protection.

As can be seen under "2" above, part of preparing the Protection Plan is to assess the building condition. This assessment was not provided in the property owner's submittal. The recommendations made by the HRRB are related to each of the provisions identified above. The HRRB struggled with what is necessary and appropriate given that the house has been allowed to deteriorate as evidenced by the mold, and unless this is addressed adequately that will continue to be a problem which may result in structural damage beyond that caused by the

vandalism. It should be noted that one of the provisions is to protect the structure from vandalism, This is particularly important in this circumstance because the house has already been vandalized.

The HRRB considered that imposing the provisions of Preservation Brief #31 per their recommendations is appropriate given the level of deterioration and neglect of the house. The HRRB recommendation does not require the applicant to protect the house for 10 years. The intent is to protect the house until the environmental review is completed for the proposed demolition of the house and until an action has been taken by the County relative to the demolition. The HRRB did find that tarps do not provide sufficient protection from the wind and rain and do not provide sufficient security to protect the house from further vandalism.

e) **Contention No. 5:**

*The appellant states that the HRRB did not consider the high costs of their suggested plans and had no budget in mind, and that their suggested plan is far more expensive and time consuming than the appellant's plan.*

**Response:**

The property owner is responsible for maintaining her property in a livable condition. Because the property has been vandalized and the cost of restoring the property is high and the property owner is requesting to demolish this structure, staff determined that Mothballing is the more reasonable approach. Mothballing is done for the preservation of the structure while decisions are made as to the future of the structure.

Section 18.25.175 of the Monterey County Code does allow financial hardships to be taken into account in approving a permit. In this particular case, the applicant has presented no financial information demonstrating why this is a hardship. There is a difference between a financial hardship and not wanting to implement provisions to protect the structure. The appellant indicates that her plan will work adequately to preserve the structure. As has been stated previously the plans submitted by the applicant are incomplete as they do not identify the problem areas nor do they address the action items needed. The information presented by the appellant is vague and does not present a plan which once implemented can be reviewed to determine if success has been achieved consistent with the provisions of Preservation Brief #31.

f) **Contention No. 6:**

*The appellant states that the implementation of the HRRB's recommendations would create extraordinary dangerous and life threatening conditions by having people work under the failed structure and on top of the failed deck; and that these recommendations contradict the recommendations of a licensed engineer.*

**Response:**

The County is not requesting any activity by the property owner that could pose a life/safety risk to individuals working on the structure. Currently the structure is understood to be stable. The work to stabilize the house was done under the direction of the appellant's engineer. The engineer has not provided any evidence that the house is not stable. If the structure is not stable, then Preservation Brief 31 would indicate that actions need to be taken to insure that the structure is stabilized as part of the Protection Plan. If the appellant's engineer knows that the structure is not stable, then a condition should be added requiring that the engineer design a solution to insure the stability of the structure for purposes of the Protection Plan and that these actions be taken prior to any other preservation activities are initiated.

g)

**Contention No. 7:**

*The appellant states that she responded to the Code Compliance request with a plan, that this plan was rejected as "inadequate" without explanation and that the HRRB process was extremely biased despite her attempts to voluntarily try to work with the County in good faith. The appellant claims that there was misconduct at the September 3, 2015 HRRB meeting in which a member of the public was provided the ability to contribute information while the appellant's representative was not.*

**Response:**

At the August 6, 2015 HRRB meeting the HRRB was very clear about what needed to be addressed in the Mothballing Protection Plan to make it adequate. This was followed up in a letter (Attachment F) from Planning Staff to the appellant emailed on August 7, 2015. The HRRB scheduled a special meeting to consider the appellant's changes on August 24, 2015. A modified plan was only emailed to planning staff at the hour of the August 24, 2015 HRRB meeting. The HRRB took time to review the information submitted and found that it was not responsive to the items identified as needing to be addressed by the HRRB on August 6, 2015. The property owner did not have any representation at the August 24, 2015 meeting. The HRRB appointed a technical subcommittee to take on the task of identifying the problem areas of the house and defining the action items for consideration by the HRRB at their next regularly scheduled meeting on September 3, 2015. This was done because the applicant did not respond to the direction of the HRRB or the letter dated August 7, 2015. At the meeting on September 3, 2015 the HRRB approved the list of recommended action items to be taken.

At the September 3, 2015 meeting there were comments made from the public. There are often unsolicited public comments during a public hearing. At times it can be difficult for a chair to restrain both public and applicant. There is no evidence to show that this adversely affected or influenced the action by the HRRB.

h)

**Contention No. 8:**

*The appellant states that she has been singled out by the County due to concerted efforts by her neighbor and that the County is becoming complicit in this harassment by continuously asking her to take actions*

*it does not ask of other property owners. The appellant cites unpermitted construction activities on a neighboring parcel that the County has done nothing about as an example.*

**Response:**

The appellant has not been singled out. There are two important facts to understand associated with the code enforcement effort on this property. First is that the County responds to complaints in addressing Code violations. The County does not proactively look for code violations. As such the County is not aware of the unpermitted construction referred to by the appellant, but will investigate appropriately if a complaint is filed. Second, this is a high profile structure that has the attention of not only neighbors, but also the architectural and historical communities. The County has attempted to offer every reasonable opportunity for the property owner to maintain the property, but the result is that the property continues to deteriorate, thus the need for compliance orders and the Protection Plan.

i) **Contention No. 9:**

*The appellant states that the HRRB Resolution and the Planning Department directives “seek to have me endure undue hardship, costs and effort in an attempt to ‘mothball’ the house on a long-term basis”. The house is a failed structure and I am only willing to do the minimum required of a property owner which is weatherproofing the house.” The appellant also states that the HRRB approach “would amount to a blatant unconstitutional government taking.” The appellant asks that the Board of Supervisors reject the HRRB Resolution and accept her plan as enclosed in the appeal.*

**Response:**

The Mothball Protection Plan recommended by the HRRB addresses the guidance provided by Preservation Brief 31 for the Mothballing of Historic Structures. This house is a structure listed in the California Register of Historical Resources and eligible for listing in the National Register of Historic Places. According to the California Office of Historic Preservation the loss of this house is a significant impact under CEQA for which there is no mitigation. The importance of the Mothballing Protection Plan is that it preserves the structure without further degradation while providing the County time to complete an appropriate level of CEQA review on the appellant’s plan to demolish the structure and construct a new structure at this location. The requirement to maintain the house (Monterey County Code Section 18.14, 18.15 and 18.25.240) in a manner that it does not deteriorate any further is not a taking. It is the responsibility of any property owner.

6. **FINDING:**

**EVIDENCE:** a

**APPEALABILITY** - The decision on this project is not subject to appeal to the California Coastal Commission.

Appeal to California Coastal Commission: Pursuant to Section 20.86.080.A of Title 20, the project is not subject to appeal by/to the California Coastal Commission (CCC) because it does not involve a Coastal Development Permit

## **DECISION**

**NOW, THEREFORE**, based on the above findings and evidence, the Board of Supervisors does hereby:

1. Deny the appeal by Massy Mehdipour of the Historical Resources Review Board's recommendation to the Monterey County Building Official to impose additional requirements on the Mothball Protection Plan to preserve the "Connell House," located at 1170 Signal Hill Road, from further damage due to exposure to weather; and
2. Approve the Mothball Protection Plan with conditions (attached) to maintain the house and to protect it from further damage and deterioration.

**PASSED AND ADOPTED** upon motion of Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_, and carried this 17th day of November, 2015, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof Minute Book \_\_\_\_\_ for the meeting on September 29, 2015.

Date:

File Number:

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By \_\_\_\_\_  
Deputy


**Appeal to the Monterey County Board of Supervisors of the  
Historic Resources Review Board Resolution # 15CP01861**

RECEIVED  
MONTEREY COUNTY  
2015 SEP 28 AM 10:56

September 28 2015

CLERK OF THE BOARD

Board of Supervisors  
County of Monterey, California  
168 West Alisal St., 1st Floor  
Salinas, CA 93901  
Attn: Clerk of the Board

 DEPUTY  
*Hand delivered*

**Subject: Appeal of Historic Resources Review Board Resolution # 15CP01861**

Dear Board of Supervisors,

This letters serves as a formal appeal by Massy Mehdipour and Signal Hill LLC to the County of Monterey Historic Resources Review Board ("HRRB") Resolution # 15CP01861, which relates to my private property located at 1170 Signal Hill Rd in Pebble Beach.

In the aforementioned resolution, HRRB and the County of Monterey Planning Department ("Planning Department") have over stepped their bounds and jurisdiction because they lack the authority to impose the resolution and associated scope of the code enforcement action, resulting in an undue financial hardship and burden on me, and a severe intrusion upon my property rights to the point of an unconstitutional governmental taking.

I am willing to maintain the house through the Environmental Impact Report ("EIR") process and have provided a plan to weatherproof the house, and **ask that the Board reject the HRRB Resolution and accept my original plan (enclosed herein as Exhibit A).**

**Background**

As background, I purchased the house as a teardown in April 2004 from a 92 year old owner, who barely maintained the house. The house was in terrible condition when I purchased it in 2004. I applied for a combined development permit in November 2010 to allow for demolition of the existing house and construction of

a new house. After my permit application, my immediate neighbor (Sam Reeves) funded a campaign to have the house listed in the California Register of Historical Resources, without my consent. The process of such registration at the state level is remarkably simple and does not require any site visit to the house or the consent of the owner. The house was listed in the California Register in June 2014. However, Monterey County Code requires the owner's consent for a home to be deemed a historic resource. Monterey County Code Section 18.25.060 states that "no property shall be designated pursuant to this Chapter without the consent of the property owner."

In 2013, I was required to prepare a very costly EIR at my expense (which is estimated to cost more than \$300,000 in total), and I have diligently followed this process. It took the County of Monterey 18 months to issue a contract, which I funded immediately.

In 2013, the Monterey County Chief Building Official provided guidance on how to secure the house during the CEQA review process, which entailed boarding the house and installing a perimeter security fence. I was instructed to lock up the house and wait for the result of the EIR process.

The house has been vandalized numerous times in the past several years, causing severe property damage and theft of many items, including copper flashings, building materials, appliances, furniture, Persian rugs, and more. As a result of the most recent vandalism, I was ordered by the County to temporarily shore up the house with cribbing because it is now a collapsed structure; which cost me more than \$125,000. These costs and efforts were in addition to my other numerous efforts at a great deal of expense to maintain the home.

I have done everything the County has asked me to do since I applied for my permit, including fixing numerous broken windows, bringing a guardrail to current code, boarding up the house, installing a perimeter security fence, and retaining a licensed engineer to perform a structural evaluation to be implemented. Again, the aforementioned work is all in addition to the most recent exceedingly costly and dangerous work, the temporary shoring.

The code compliance order which is the subject of the HRRB Resolution is for the following: "The single family dwelling is not weatherproof. The residence continues to be exposed to the elements and in danger of further deterioration."

This is an issue of maintenance. I responded to the Code Compliance request with a plan (provided herein as Exhibit A). It was rejected as “inadequate” without explanation. We asked for an explanation of why it was inadequate and a request to discuss. Our efforts went unheeded and then the County created its own expanded list. We then provided written comments, to which they were mostly ignored and additional items were added by the County. HRRB’s attitude has been almost as if they own the building.

This code compliance order, as well as others, has been brought against me at the request of my immediate neighbor, Sam Reeves. Virtually all houses that are 50+ years old in Monterey County are not in compliance with code; however, my house has been singled out due to complaints filed by my neighbor, and I have been burdened with numerous inspections while others have not.

The following are the points of appeal:

### **1) HRRB Resolution Should Be Rejected Prima Facie**

Resolution # 15CP01861 cites Chapter 18.25 of the Monterey County Code as HRRB’s basis for reviewing this matter. However, Monterey County Code Section 18.25.060 states that “No property shall be designated pursuant to this Chapter without the consent of the property owner.” This basic prerequisite has not been met as I have never provided such consent. Therefore, the Resolution as written is fundamentally flawed and should be rejected prima facie. I will continue to do work to meet the basic weatherproofing requirements of my property, but object to the additional burdens which are being attempted to be placed on me.

### **2) No Authority to Impose Long-Term “Mothballing” Plan**

Neither the Planning Department nor HRRB has the authority to compel me to implement a long-term 10-year “mothballing” plan in response to a code violation that my house is not weatherproof. All I should be asked to do is to weatherproof the house, which I am willing to do. I submitted a plan to weatherproof the house, and HRRB rejected my plan as “inadequate” without any explanation as to why, and attempted to impose upon me a long-term “mothball” plan without any regard to cost and safety. To reiterate, neither the Planning Department nor HRRB has the authority to compel a private property owner into a 10-year preservation plan.



### **3) Department of Interior Standards Do Not Apply**

The Planning Department has claimed that HRRB is needed to assess the Department of Interior's Standards. However, the work involved to weatherproof the house involves maintenance and no alteration to the building, and as such no permit is even needed. A listing on the California Register of Historical Resources does not impose any restrictions on maintenance upon a private property owner. (Reference letter from Office of Historic Preservation: "There are no restrictions placed upon a property owner with regard to...maintenance..."). California State Code 15064.5 uses the standard of "material alteration" and "materially impaired." Weatherproofing a house does not entail material alteration, and whether or not a permit is needed is not even germane to the topic as it is not referenced in any way. My plan has been submitted voluntarily, as a permit is not needed.

In fact, the HRRB Resolution itself states in its own Findings that the work would not adversely affect the property. Therefore, my plan as shown in Exhibit A herein, which is less intrusive to the house, likewise does not adversely affect the property.

### **4) Department of Interior Standards Have Been Incorrectly Applied**

Even though the Department of Interior's standards do not apply, my plan is actually consistent with the Department of Interior's standards. HRRB has not only been erroneously involved, but has even gone beyond that by attempting to impose burdens on a private property owner by imposing "to the highest extent the requirements and the procedures of Brief # 31." (*Reference HRRB Meeting August 6, 2015 audio recording file time 1:12:05*). My plan to use tarps is not inconsistent with a temporary "mothballing" plan per the Department of Interior's standards. The Brief discussed the use of tarps for fixing roofs as a temporary measure; our plan does not include tarps for the roofs but instead patches to the roof and tarps used on the sides of the building securely fastened. Using tarps on the temporary cribbing, which was ordered by the County, is the optimal solution due to its irregular shape and surface. In addition, the standard to be used should be temporary regardless.

Brief 31 states the following: "This Preservation Brief focuses on the steps needed to 'de-activate' a property for an extended period of time. The steps discussed in

this Brief can protect buildings for periods of up to ten years.” HRRB reaffirms their own 10 year view of their mothballing plan and Brief (*Reference HRRB Meeting August 6, 2015 audio recording file time 41:25*). I have no obligation as a private property owner to take measures to “mothball” my house for 10 years.

#### **5) HRRB Gave No Consideration to Costs**

As indicated in the HRRB meetings on numerous occasions, HRRB did not consider the costs of their suggested plans, and had no budget in mind. Reference comments made during the August 6, 2015 HRRB meeting that stated the financial issues onerous to the owner are “not something being considered.” (*See HRRB Meeting August 6, 2015 audio recording file time 39:45*). Also reference the following statement: “I understand that in some cases it’s financially burdensome. We’re past that.” (*Reference HRRB Meeting August 6, 2015 audio recording file time 37:55*). HRRB’s suggested plan is far more expensive and time consuming than my plan which is more than adequate to maintain the property.

#### **6) Life Threatening Recommendations**

Employing HRRB’s recommendations would create extraordinarily dangerous and life threatening conditions by having people work under the failed structure and on top of the failed deck that has been temporarily shored. These recommendations directly contradict the recommendations of the licensed engineer. During the temporary shoring process, the County wanted to impose its own solution of using 4 by 4 which the engineer vehemently objected to because she was very concerned about a death occurring on the property.

#### **7) Biased HRRB Process**

The HRRB review process was extremely biased despite our attempt to voluntarily try to work with the County in good faith. I responded to the Code Compliance request with a plan. It was rejected as “inadequate” without explanation. We asked for an explanation of why it was inadequate and a request to discuss. Our efforts went unheeded and then the County created its own expanded list. We then provided written comments, to which they were mostly ignored and additional items were added by the County. HRRB’s attitude has been almost as if they own the building.

Some of the misconduct that occurred at the Monterey County Historic Resource Review Board on September 3, 2015 in Salinas highlights the biased process. As HRRB witnessed firsthand, a member of the public, who HRRB knows well, interrupted my representative with the use of profanity while he was speaking to HRRB regarding this matter which was an agenda item (*Reference HRRB Meeting September 3, 2015 audio recording file time 1:00:43*). This attack was an attempt to intimidate, and should not be tolerated in any Monterey County government meeting. Compounding the intimidation, he was allowed to remain present for the duration of the meeting. In addition, this same individual was allowed to speak out of turn (*Reference HRRB Meeting September 3, 2015 audio recording file time 49:27*), while the same benefit was not extended to the my representative (*Reference HRRB Meeting September 3, 2015 audio recording file time 38:50*). This member of the public is one of the people adding to the list of items to the long-term 10 year “mothball” plan on my private property.

#### **8) Selective “Prosecution”**

I have been singled out by the County due to the concerted efforts of my neighbor, Sam Reeves, and the County is now becoming complicit in this harassment by continuously asking me to take actions it does not ask of other property owners. The number of houses in Monterey County that are not weatherproof is far greater than just mine. As an example, my neighbor conducted unpermitted construction activities at night, and nothing was done.

#### **9) My Property Rights & The County’s Governmental Taking**

The HRRB Resolution and Planning Department directive seeks to have me endure undue hardship, costs and effort in an attempt to “mothball” the house on a long-term basis. The house is a failed structure, and I am only willing to do the minimum required of me as a property owner, which is weatherproofing the house. I have provided such a plan, and ask that the Board reject the HRRB Resolution and accept my plan (enclosed herein as Exhibit A).

HRRB’s stated mission and accompanying plan is to mothball my private property for 10 years without any consideration to cost. I do not have budget for anything beyond my minimum responsibilities as a private property owner. The HRRB approach would amount to a blatant unconstitutional government taking.

Meanwhile, I am going through a CEQA-related review process via the EIR, which has been ongoing for over two years.

## Conclusion

Time, money and efforts needs to be spent on the EIR and to implement a long-term solution. I have been diligently complying with numerous County requests, and I respectfully **request that the Board of Supervisors respect my basic and fundamental property rights by rejecting the HRRB Resolution # 15CP01861 and accepting my original plan (enclosed herein as Exhibit A).**

Sincerely,



Massy Mehdipour  
Signal Hill LLC  
111 Independence Dr.  
Menlo Park, CA 94025

## Enclosures:

Exhibit A – Owner’s Weatherproof Plan; HRRB Resolution # 15CP01861; Office of Historic Preservation Letter; Cashier’s Check for \$1,728.07.

## References:

HRRB Meeting August 6, 2015 audio recording file:

[http://www.co.monterey.ca.us/planning/cca/HRRB/2015/Audio\\_Minutes/080615\\_HRRB.MP3](http://www.co.monterey.ca.us/planning/cca/HRRB/2015/Audio_Minutes/080615_HRRB.MP3)

HRRB Meeting September 6, 2015 audio recording file:

[http://www.co.monterey.ca.us/planning/cca/HRRB/2015/Audio\\_Minutes/090315\\_HRRB.MP3](http://www.co.monterey.ca.us/planning/cca/HRRB/2015/Audio_Minutes/090315_HRRB.MP3)

**Exhibit A**  
**Appeal of Historic Resources Review Board Resolution # 15CP01861**

**Owner Weatherproofing Plan Summary**

This Owner Weatherproofing Plan Summary is provided to the Monterey County Board of Supervisors in conjunction with the Appeal of the Historic Resources Review Board Resolution # 15CP01861 related to the property at 1170 Signal Hill Rd in Pebble Beach.

The items below are also included on the attached three drawings, which were provided to the Monterey County Planning Department on July 27, 2015 in response to the Code Compliance Order (File No. 13CE00338).

**Site Plan**

- Remove all debris and unused building materials from the site.

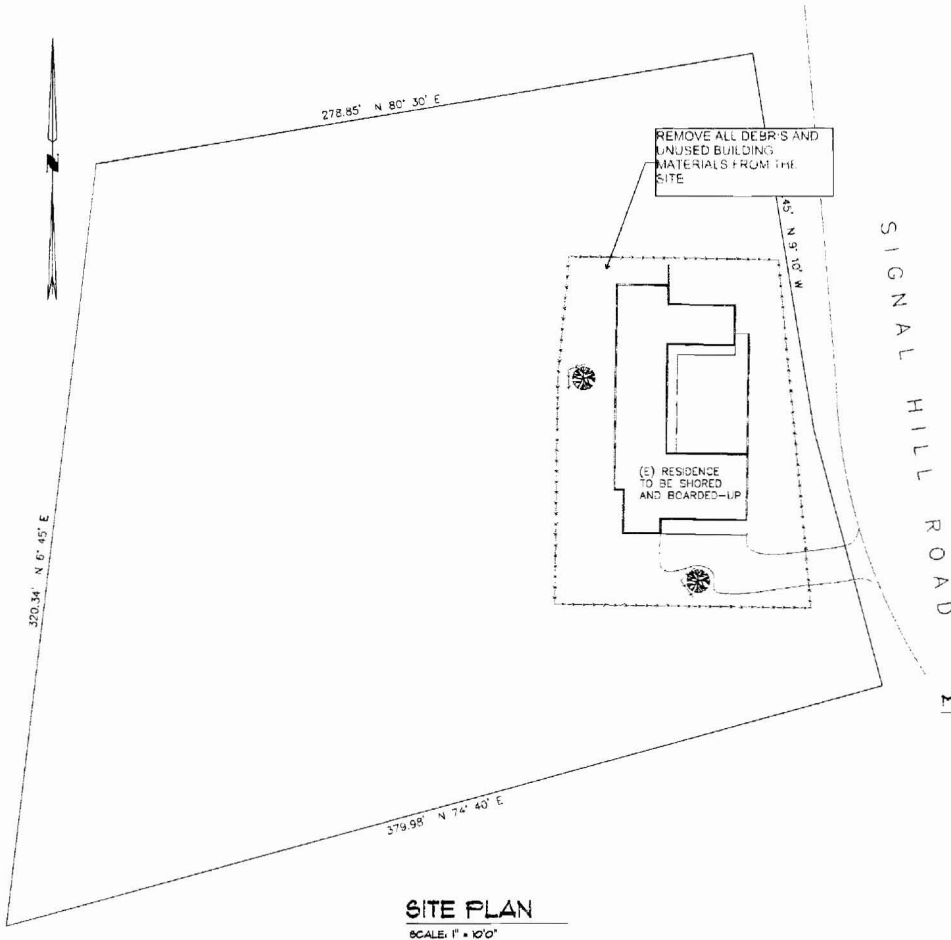
**Lower Level**

- Extend tarp to cover damaged door.
- Add tarp surrounding temporary shoring. Fasten tarp to (e) slab with 2x4 nailer w/ power activated pins @ 32" o.c. & to overhead deck fascia with 2x4 nailer w/ 2 – SDS25300 screws @ 24" o.c.
- Add tarp surrounding temporary shoring. Fasten to (e) slab with 2x4 nailer w/ power activated pins at 32" o.c. and to deck fascia board with 2x4 nailer w/ 2 - sds25300 screws @ 24" o.c.

**Main Level**

- Add flashing at top of parapet walls. Seal flashing to existing siding to create a waterproof barrier for the wood framing.
- Secure all windows and doors.
- Add flashing surrounding fireplace/ roof connection. Caulk as necessary.
- 2x4 nailer w/ 2 - SDS25300 crews at 24" o.c. to secure tarp to deck fascia. Tarp at lower level.
- Add flashing at top of parapet walls. Seal flashing to existing siding to make a weatherproof connection.
- Check roof for leaks, patch as necessary.

**See attached 3 drawings from Taluban Engineering, Inc.: 1) Site Plan, 2) Lower Level Protection Plan, and 3) Main Level Protection Plan**



## PROJECT ANALYSIS

PROPERTY OWNER: SIGNAL HILL, LLC  
1744 WILLOWHURST DRIVE  
MENLO PARK, CA 94029

JURISDICTION: COUNTY OF MONTEREY  
BUILDING CODE: 2017 C.B.C.  
FIRE: 2013 C.B.C.  
MECHANICAL: 2013 C.B.C.  
PLUMBING: 2013 C.B.C.  
ELECTRICAL: 2013 C.B.C.  
RESIDENTIAL: 2013 C.B.C.  
ENERGY CODE: 2013 C.B.C.

CONSTRUCTION TYPE: V-B  
OCCUPANCY TYPE: (E) R3 - RESIDENTIAL

ASSESSORS PARCEL NO: 009-25-007-000  
DESCRIPTION: 1170 SIGNAL HILL ROAD, PEBBLE BEACH  
ZONING: LDR / 1.5-(R)(2)

AREA OF DISTURBANCE OF SLOPE OVER 30%: 0

## GENERAL NOTES:

1. SURFACE WATER WILL DRAIN AWAY FROM EACH STRUCTURE ON THE LOT.
2. INSTALL SEDIMENT LOSS AROUND CONSTRUCTION AREA TO KEEP DEBRIS AND SEDIMENT FROM ENTERING THE STORM DRAIN SYSTEM.
3. PLACE GRAVEL BAGS AROUND NEARBY, DOWN-STREAM OF STORM INLETS) DURING CONSTRUCTION.
4. RECONSTRUCT ANY CURB, GUTTER, AND SIDEWALK THAT IS DAMAGED DURING CONSTRUCTION.
5. DURING CONSTRUCTION THE CONTRACTOR SHALL MAINTAIN THE COUNTY AND PRIVATE RIGHT-OF-WAY (STREET/SIDEWALK) FREE FROM DEBRIS AND DIRT.
6. THE DRIVEWAY EXISTS AND WILL REMAIN UNCHANGED. SLOPE IS LESS THAN 5 PERCENT.
7. THE GRADE ADJACENT TO ALL STRUCTURES SHALL BE SLOPED A MINIMUM OF 5 PERCENT AWAY FROM THE FOUNDATION FOR A MINIMUM HORIZONTAL DISTANCE OF 10 FEET.

## STRUCTURAL DESIGN VALUES:

LATITUDE	36.5816
LONGITUDE	-121.8656
FLOOR LIVE LOAD	40 PSF
ROOF LIVE LOAD	20 PSF
GROUND SNOW LOAD	0
BASIC WIND SPEED	110 MPH
WIND EXPOSURE	C
WIND IMPORTANCE FACTOR	1
SEISMIC DESIGN CATEGORY	D
STE CLASS	0
MAPPED SPECTRAL RESP S <sub>s</sub>	1.586
MAPPED SPECTRAL RESP S <sub>1</sub>	0.644
SPECTRAL RESPONSE COEF S <sub>ds</sub>	1.124
SPECTRAL RESPONSE COEF S <sub>d1</sub>	0.644
SEISMIC RESPONSE COEF C <sub>s</sub>	0.17
RESPONSE MOD. FACTOR R	6.5
FLOOD DESIGN	N/A

## MAINTENANCE CHART:

- PERIODIC:
- REGULAR DRIVE BY SURVEILLANCE
  - CHECK TARPS FOR LOOSE SECTIONS
- QUARTERLY INSPECTION:
- CHECK ENTRANCES
  - CHECK WINDOWS FOR BREAKS
  - CHECK FOR VANDALS / GRAFFITI
  - CHECK TARP FOR TEARS, DAMAGE
  - INSPECT MILDEW / MOLD NOT WORSENING
  - CHECK FOR MOISTURE DAMAGE
  - CHECK FOR PEST INFESTATION

## BUILDING ANALYSIS:

OCCUPANCY GROUP:	R-3
TYPE OF CONSTRUCTION:	V-B
OPENINGS:	N/A, LESS THAN 3 FT. PROT 3 TO 5 FT.
BEARING WALLS:	1 HR LESS THAN 5 FT.
NON-BEARING WALLS:	1 HR LESS THAN 5 FT.
FIRE SPRINKLERS:	NO EXISTING - NONE PROPOSED
STORIES:	1
HEIGHT:	13.0 FT.

ALL DESIGN AND CONSTRUCTION SHALL COMPLY WITH THE 2013 EDITION OF THE CALIFORNIA BUILDING CODE (CBC), PLUMBING (CPC), MECHANICAL (CMC), ELECTRICAL (CEC), RESIDENTIAL (CRC), FIRE (CFC), ENERGY (CEEC) AND RESIDENTIAL (CRC) CODES.

FRAMING LUMBER SHALL BE DOUGLAS FIR #2 OR BETTER

RAILING TO BE IN COMPLIANCE WITH TABLE 2304.9.1

## SPECIAL INSPECTIONS:

- NONE

## DEFERRED SUBMITTALS:

- NONE

## SCOPE OF WORK:

"WOOLBALLING" PROTECTION PLAN FOR SECURING THE STRUCTURE FROM WEATHER.

BOARD UP TO RESTRICT ACCESS

## LIST OF DRAWINGS

- C.1 SITE PLAN
- A.1 MAIN LEVEL PROTECTION PLAN
- A.2 LOWER LEVEL PROTECTION PLAN



## REVISIONS

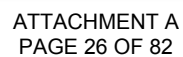
NO.	DESCRIPTION

**TALUBAN ENGINEERING, INC.**  
103 CHURCH STREET  
SALINAS, CALIFORNIA 93901  
P.O. BOX 790, SALINAS, CALIFORNIA 93901  
PHONE: 831-764-0949  
taleb@taluban.net

**SITE PLAN**  
EXISTING RESIDENCE  
1170 SIGNAL HILL  
PEBBLE BEACH, CA

DATE: 07/16/15  
SCALE: AS SHOWN  
DRAWN: BT  
JOB: 15-011  
APP: UNLICENSED  
SHEET: **C.1**  
OF: 1 SHEETS







*Before the Historic Resources Review Board in and for the  
County of Monterey, State of California*

**Resolution No. 15CP01861** (Signal Hill, LLC). Resolution by the Monterey County Historic Resources Review Board (HRRB) recommending that the Monterey County Building official approve a Mothball Protection Plan for a single-family dwelling located on the subject property, known as the “Connell Arthur and Kathleen House,” which has been determined eligible for the National Register of Historic Places and is listed in the California Register of Historical Resources. The project is located at 1170 Signal Hill Road, Pebble Beach (Assessor's Parcel Number 008-261-007-000).

**REVISED**

**September 17, 2015**

**(This resolution  
supersedes the previous  
resolution mailed on  
September 11, 2015)**

WHEREAS, this matter was considered by the Historic Resources Review Board (HRRB) of the County of Monterey on August 6, August 24 and September 3, 2015, pursuant to the regulations for the Preservation of Historic Resources as contained in Chapter 18.25 of the Monterey County Code and the Secretary of the Interior's Standards; and

WHEREAS, the parcel is located at 1170 Signal Hill Road, Pebble Beach, (APN 008-261-007-000) within the area of the Del Monte Forest Land Use Plan in the Coastal Zone; and

WHEREAS, the “Connell Arthur and Kathleen House” located on the subject property is listed in the California Register of Historical Resources and is eligible for listing in the National Register of Historic Places; and

WHEREAS, the property owner has applied for a Planning Permit (File No. PLN100338) and a Construction Permit (Permit No. 15CP01573) for the demolition of the existing dwelling; and

WHEREAS, an Environmental Impact Report is under preparation for the proposed demolition of the existing dwelling; and

WHEREAS, vandalism and neglect have resulted in significant damage and affected the original architectural character and value of the dwelling which are the basis for the listing of the dwelling in the California Register of Historical Resources; and

WHEREAS, a code enforcement action (File No. 13CE00338) has been initiated on the property and a Code Enforcement Compliance Order has been issued by RMA-Building requesting the owner to provide protective measures to effectively protect the dwelling from additional deterioration; and

WHEREAS, Signal Hill LLC has installed protective measures to prevent further structural deterioration of the dwelling and has filed with the County of Monterey, an application for a Construction Permit (Permit No. 15CP01861) for a Mothball Protection Plan to include protection measures of existing dwelling on the property.

RECEIVED  
MONTEREY COUNTY

2015 SEP 28 AM 10:56

CLERK OF THE BOARD

302 DEPUTY  
Hand delivered

WHEREAS, Preservation Brief No. 31 of the National Park Service contains standards for the mothballing of historic buildings and the HRRB has reviewed the Mothball Protection Plan per those standards.

WHEREAS, having considered all the written and documentary information submitted, oral testimony, and other evidence presented before the HRRB, the HRRB rendered its decision to adopt findings and evidence to approve the Mothball Protection Plan, subject to the following findings:

Finding: The proposed work is consistent with Chapter 18.25 of the Monterey County Code and the Secretary of the Interior's Standards for the mothballing of historic buildings and will neither adversely affect the remaining significant architectural features of the designated historical resource nor further adversely affect the character, historical, architectural, or aesthetic interest or value of the designated resource and its site.

Finding: The Mothball Protection Plan and other measures already installed by the applicant would prevent additional structural deterioration, protect the building from sudden loss, weatherize and maintain the building to stop moisture penetration and control humidity levels inside the building.

Finding: The proposed protective measures for the historic resource site will neither adversely effect nor be incompatible with the use and exterior of existing designated historical resource on the site.


Evidence:      1.      Mothball Protection Plan as contained under Construction Permit No. 15CP0186 including the measures recommended by the HRRB and staff after the August 27, 2015 site visit;  
                         2.      National Park Service Preservation Brief No. 31;  
                         3.      Oral testimony and HRRB discussion during the public hearings and the administrative record.

THEREFORE, it is the decision of the Monterey County Historic Resources Review Board to approve the Mothball Protection Plan submitted by Signal Hill LLC subject to the following conditions:

1. All the protection measures contained in the Mothball Protection Plan prepared by Taluban Engineering, as modified by the Conditions enumerated by the Historical Resources Review Board at their meeting on September 3, 2015, must be proactively carried out and maintained throughout the completion of the Environmental Impact Report being prepared for the proposed demolition of the dwelling and until the Board of Supervisors has considered and acted on the proposed demolition.

PASSED AND ADOPTED on this 3<sup>rd</sup> day of September, 2015, upon motion of Salvador Munoz, seconded by Barbara Rainer, by the following vote:

AYES:            Munoz, Scourkes, MacClelland, Rainer, Prader  
NOES:            None  
ABSENT:        Morgantini  
ABSTAIN:        None



Attest  
Luis Osorio, Project Planner  
September 3, 2015

THIS RESOLUTION WAS ORIGINALLY SENT TO THE APPLICANT ON SEPTEMBER 11, 2015.

THIS RESOLUTION WAS RE-SENT TO THE APPLICANT ON SEPTEMBER 17, 2015 WITH THE MOTHBALLING PLAN AND THE CONDITIONS APPLIED BY THE HISTORIC RESOURCES REVIEW BOARD ON SEPTEMBER 3, 2015.

THE ACTION OF THE HISTORICAL RESOURCES REVIEW BOARD REGARDING THIS PERMIT IS APPEALABLE TO THE BOARD OF SUPERVISORS SUBJECT TO THE PROVISIONS OF CHAPTER 18.25.180 (A) OF THE MONTEREY COUNTY CODE.

Based on the HRRB and Code Compliance inspection on August 27, 2015, the following are the requirements that need to be included in the Mothball Permit and implemented to meet the intent of the Secretary of Interior's Brief #31 for mothballing a historic resource:

- 1) All exterior wall penetrations shall be sealed from moisture penetration. This includes but is not limited to light or electrical boxes, foundation vents, damaged stucco or exterior finishes.
- 2) All debris, mildew or mold laden materials (including wall and ceiling sheetrock), carpet/pad, window curtains, etc. shall be removed from the structure to provide a "broom clean" interior. The Plan must develop an approach to address the mold issue, including treating surfaces with mold, and maintaining positive air flow. Where sheet rock is removed, strapping shall be installed to provide structural stability. The carpet/padding may remain under the cribbing. All hazardous materials shall be disposed in a manner appropriate with applicable regulations.
- 3) All exterior sheathing used for weatherproof measures shall be either "marine grade" plywood that is painted or Exposure I rated sheathing (OSB or plywood) with an elastomeric type primer finish. The sheathing shall be painted and shall lap the exterior building finish a minimum of 3/4" per standard construction standards and shall be fastened to the building frame with wood screws a minimum of 6 inches on center. All panel joints shall have a minimum of 2x4 backing for support.
- 4) All eave vents (roof and floor) shall be repaired with an approved wire mesh. Not just roof eaves.
- 5) All downspouts at the exterior of structure will be connected to a pipe to direct any flows away from the building foundation.
- 6) Roofing contractor to verify that the flashing drip edge at the front door roof eave is connected properly to protect the fascia board.
- 7) All exterior debris including the broken window glass shall be removed from the surrounding sand dunes.
- 8) All windows that are broken or no longer are weatherproof shall be boarded with approved sheathing.
- 9) Provide smoke and fire alarm systems that include a Fire District-approved monitored system. Provide dehumidifiers to remove moisture; dehumidifiers must be checked periodically and can be removed upon a determination by the Building Official that the interior of the structure is dry.
- 10) All mechanical equipment must have a regular power supply.
- 11) The occupant or motion sensor system must be monitored system to provide the appropriate level of security.
- 12) Mechanical ventilation must provide a minimum of 2-3 air changes per hour. This will require multiple fans that operate periodically (timer controlled) or continuously. Provide verification of the number of fans, fan capacities and ventilation opening sizes to meet this minimum standard.

Specific requirement for this structure include:

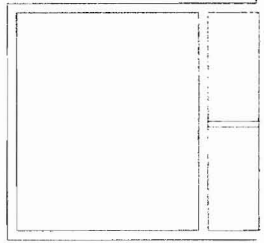
- 1) Provide a detail of the repair for the damaged stucco finish where the deck guard-wall meets the full height wall. The repair must be weatherproof.
- 2) Provide roof inspection report to address all the weatherproof requirements for the roof

system.

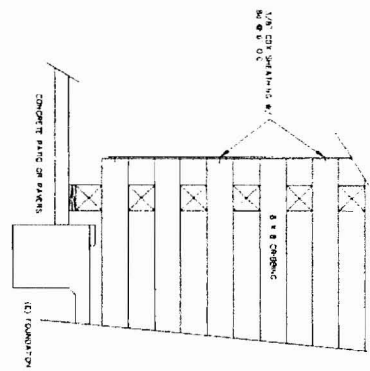
- 3) The deck weatherproofing shall include the repair of deck surface damage along with repair of the seal between the walls and deck.
- 4) The patio window that is cracked shall be boarded up.
- 5) The damaged door to the patio shall be repaired or boarded up.
- 6) The details for the plywood application around the cribbing shall include top and bottom connections to eliminate pest access and weatherproofing. Pressure treated sills or blocking is required where the cribbing is setting on bare ground.
- 7) Provide the mechanical ventilation locations (with fan capacity and opening dimensions) throughout the structure.
- 8) Provide lead/asbestos report for the removal of the building materials and debris.
- 9) The maintenance schedule shall allow the Building Official to mandate repairs to the Mothball improvements throughout the period of time the Mothball operation is in effect. The Building Official will give the owner written demand for repairs and the repairs shall be implemented as determined by the Building official.
- 10) Repair, secure and maintain the temporary fencing and netting and maintain the property in a clean manner.
- 11) Dispose of hazardous materials in an appropriate manner within four weeks of issuance of the Mothballing Plan.
- 12) An inspection shall be permitted after a significant rain event (1/2 of rain in a 24 hr period).
- 13) All work performed under the Mothball Permit shall be completed within four (4) weeks of issuance of the permit.
- 14) The roof shall be inspected by a licensed roofing contractor. The contractor shall issue a letter certifying that roof repairs will provide a water-tight roof. The open chimney cap must be replaced to prevent leaks.
- 15) The inspection schedule will be monthly with the Building department until the Mothball operation is terminated by other action or permit.

LOWER LEVEL PLAN

SCALE: 1/4" = 1'-0"



1 CRIBBING & FOUNDATION  
NOT TO SCALE

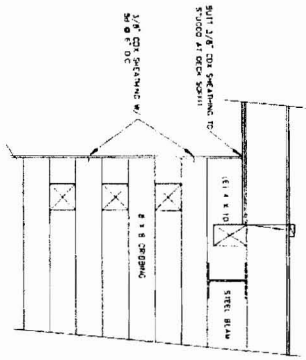


WEATHERPROOF CRIBBING



NOTE: WEATHERPROOF CRIBBING  
EXISTING OUTSIDE EXISTING WALL  
SHOULD BE 1/2" CON. SCHEDULE  
WITH 8" @ 12" O.C.  
STANDARD HIGH CONDITIONS FOR  
BRIEF A1 - WEATHERPROOF CRIBBING

2 CRIBBING & SOFFIT  
NOT TO SCALE



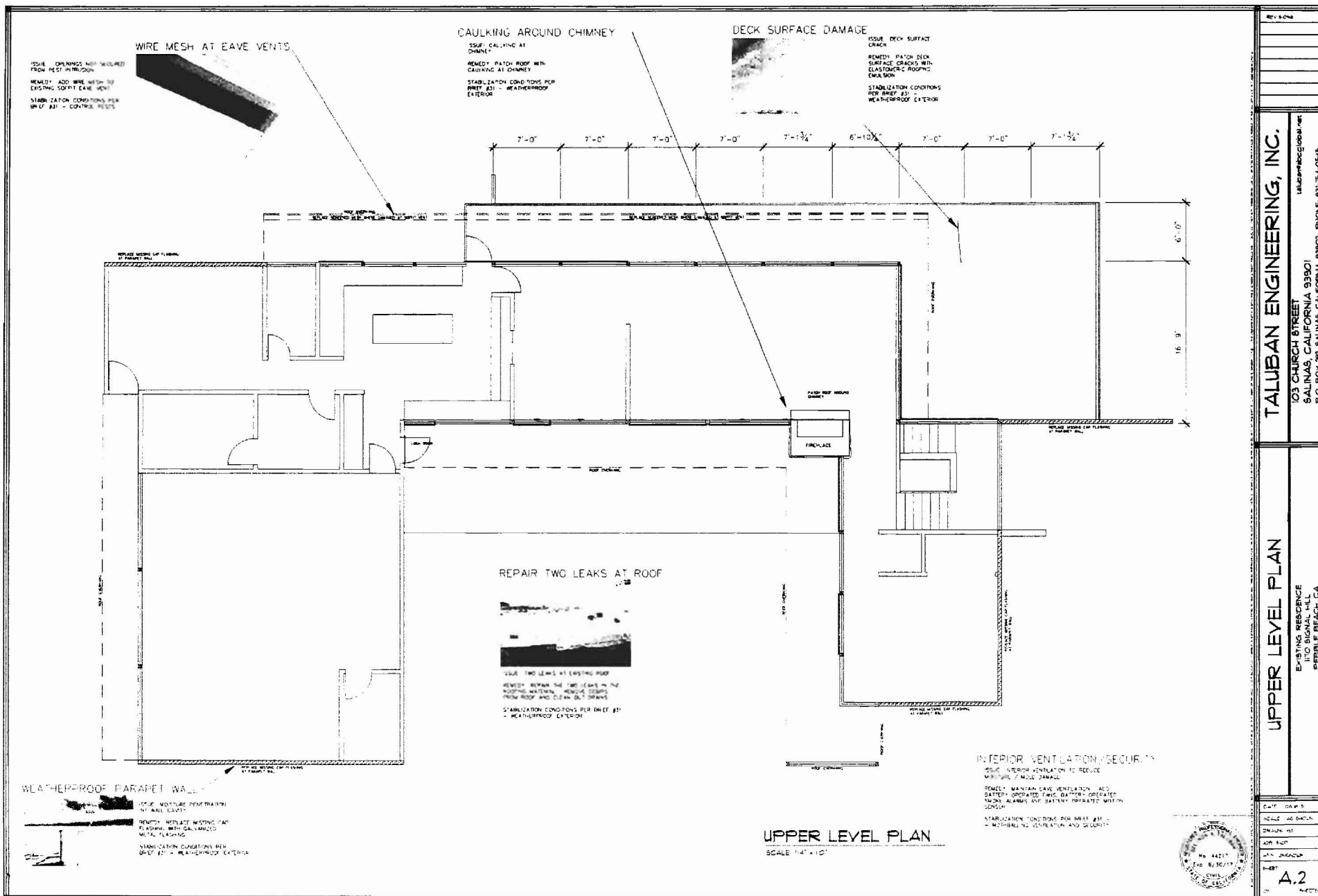
DATE: 08/18/17	SCALE: AS SHOWN
DRAWN BY: J. TALUBAN	CHECKED BY: J. TALUBAN
DATE: 08/18/17	DATE: 08/18/17
BY: J. TALUBAN	BY: J. TALUBAN

LOWER LEVEL PLAN

EXISTING RESIDENCE  
1110 SIGNAL HILL  
PEBBLE BEACH, CA

TALUBAN ENGINEERING, INC.

103 CHURCH STREET  
SALINAS, CALIFORNIA 93901  
P.O. BOX 292, SALINAS, CALIFORNIA 93902 PHONE: 831-74-0545  
taluban@talubenglobal.net



<b>TALUBAN ENGINEERING, INC.</b> 103 CHURCH STREET SALINAS, CALIFORNIA 93901 P.O. BOX 729 SALINAS, CALIFORNIA 93907 PHONE 831-754-0645 URL: WWW.TALUBAN.COM	
<b>UPPER LEVEL PLAN</b> EXISTING RESIDENCE 1170 SIGNAL HILL PEBBLE BEACH, CA	DATE: 08-11-11 SCALE: AS SHOWN DRAWN BY: JN APP. BY: JN IN CHARGE: JN SHEET: <b>4.2</b> TOTAL SHEETS: 4





**OFFICE OF HISTORIC PRESERVATION**  
**DEPARTMENT OF PARKS AND RECREATION**  
P.O. BOX 942896  
SACRAMENTO, CA 94296-0001  
(916) 445-7000 Fax: (916) 445-7053  
calshpo@parks.ca.gov

RECEIVED  
MONTEREY COUNTY



2015 SEP 28 AM 10:56

CLERK OF THE BOARD

DEPUTY

*Hand delivered*

July 11, 2014

Ms. Massy Mehdipour  
Signal Hill, LLC  
1425 Dana Avenue  
Palo Alto, California 94301

**RE: Connell Arthur and Kathleen House, Determination of Eligibility  
National Register of Historic Places**

Dear Ms. Mehdipour:

I am writing to inform you that on June 13, 2014, Connell Arthur and Kathleen House was determined eligible for the National Register of Historic Places (National Register). As a result of being determined eligible for the National Register, this property has been listed in the California Register of Historical Resources, pursuant to Section 4851(a)(2) of the California Code of Regulations.

There are no restrictions placed upon a private property owner with regard to normal use, maintenance, or sale of a property determined eligible for the National Register. However, a project that may cause substantial adverse changes in the significance of a registered property may require compliance with local ordinances or the California Environmental Quality Act. In addition, registered properties damaged due to a natural disaster may be subject to the provisions of Section 5028 of the Public Resources Code regarding demolition or significant alterations, if imminent threat to life safety does not exist.

If you have any questions or require further information, please contact Jay Correia of the Registration Unit at (916) 445-7008.

Sincerely,

Carol Roland-Nawi  
State Historic Preservation Officer

Enclosure



Sateez Kadivar <sateez@jotter.com>

## RE: 1170 Signal Hill - HRRB Recommendations / Hearing

Ford, John H. x5158 <FordJH@co.monterey.ca.us>

Tue, Sep 15, 2015 at 8:23 AM

To: Sateez Kadivar <sateez@jotter.com>

Cc: "taluban@sbcglobal.net" <taluban@sbcglobal.net>, "Bowling, Joshua x5227" <BowlingJ@co.monterey.ca.us>, "Burns, Tim O. x6770" <BurnsTO@co.monterey.ca.us>, Massy Mehdi pour <massy@jotter.com>

Hi Sateez

I understand the Clerks office will not allow the normal appeal form to be used for applications associated with Title 18, which is what this process falls under. A letter will suffice, with the appropriate fee.

If you have questions or need assistance, please let me know.

John

John Ford

RMA - Services Manager

Resource Management Agency -- Planning

(831) 755-5158

To view your project online via Accela Citizen Access, please use the following link: <https://aca.accela.com/monterey/Default.aspx>

**From:** Sateez Kadivar [mailto:sateez@jotter.com]

**Sent:** Monday, September 14, 2015 1:32 PM

**To:** Ford, John H. x5158

**Cc:** taluban@sbcglobal.net; Bowling, Joshua x5227; Burns, Tim O. x6770; Massy Mehdi pour

**Subject:** Re: 1170 Signal Hill - HRRB Recommendations / Hearing

John,

Please advise where we find the appeal forms and any appeal procedure details including the fee.

Thanks,

Sateez

On Fri, Sep 11, 2015 at 2:18 PM, Ford, John H. x5158 <FordJH@co.monterey.ca.us> wrote:

Hi Belinda:

The appeal is to the Board of Supervisors and the fee is \$1,728.07. It needs to be filed within 10 days of the mailing of the resolution to you.

John

John Ford

RMA - Services Manager

Resource Management Agency -- Planning

(831) 755-5158

To view your project online via Accela Citizen Access, please use the following link: <https://aca.accela.com/monterey/Default.aspx>

**From:** Taluban Engineering [mailto:talubanengr@gmail.com]

**Sent:** Friday, September 11, 2015 9:27 AM

**To:** Ford, John H. x5158; Bowling, Joshua x5227; Burns, Tim O. x6770

**Cc:** Massy Mehdipour; sateez@jotter.com

**Subject:** 1170 Signal Hill - HRRB Recommendations / Hearing

Dear John;

I would like to coordinate my clients their options concerning the "Mothball" permitting process. I personally do not have any experience in appealing a HRRB decision. I am requesting information as to how we proceed if we do not agree with the conditions that the HRRB is recommending for this project.

I would like to inform my clients to the cost and timelines necessary to meet to appeal the latest decision.

Thank you for your time and assistance.



Sateez Kadivar <sateez@jotter.com>

## RE: Resolution - 1170 Signal Hill LLC

Osorio, Luis x5177 <osoriol@co.monterey.ca.us>

Fri, Sep 18, 2015 at 11:42 AM

To: Sateez Kadivar <sateez@jotter.com>

Cc: "Ford, John H. x5158" <FordJH@co.monterey.ca.us>, Massy Mehdipour <massy@jotter.com>, 112-Clerk of the Board Everyone <112-ClerkoftheBoardEveryone@co.monterey.ca.us>

Good morning Mr. Kadivar.

The appeal period is counted in calendar, not business days. The deadline to appeal the action by the HRRB is Monday, September 28, 2015.

Thank you,

**Luis A. Osorio**

Senior Planner / Planning Department

Monterey County Resource Management Agency

osoriol@co.monterey.ca.us

(831) 755-5177

**From:** Sateez Kadivar [mailto:sateez@jotter.com]

**Sent:** Friday, September 18, 2015 11:10 AM

**To:** Osorio, Luis x5177

**Cc:** Ford, John H. x5158; Massy Mehdipour; 112-Clerk of the Board Everyone

**Subject:** Re: Resolution - 1170 Signal Hill LLC

Luis,

Please confirm/clarify that the last day for us to appeal the HRRB Resolution # 15CP01861 is October 1, 2015, which is 10 business days from September 17, 2015. Thank you.

Sateez

On Thu, Sep 17, 2015 at 4:39 PM, Osorio, Luis x5177 <osoriol@co.monterey.ca.us> wrote:

Good afternoon Mr. Kadivar.

The mailing date of the corrected Resolution is today, September 17, 2015.

**Luis A. Osorio**

Senior Planner / Planning Department

Monterey County Resource Management Agency

osoriol@co.monterey.ca.us

(831) 755-5177

**From:** Sateez Kadivar [mailto:sateez@jotter.com]

**Sent:** Thursday, September 17, 2015 4:11 PM

**To:** Ford, John H. x5158

**Cc:** Allen, Carol x5178; Osorio, Luis x5177; Massy Mehdipour; 112-Clerk of the Board Everyone

**Subject:** Re: Resolution - 1170 Signal Hill LLC

John,

What is the mailing date of the correct Resolution going to be? The new/correct mailing date will determine the appeal date, which is 10 days after. Thank you.

Sateez

**From:** "Ford, John H. x5158" <FordJH@co.monterey.ca.us>

**Date:** September 17, 2015 at 2:50:08 PM PDT

**To:** "Allen, Carol x5178" <AllenC@co.monterey.ca.us>, "talubanengr@gmail.com"

ATTACHMENT A  
PAGE 40 OF 82

<talubanengr@gmail.com>, "massy@jotter.com" <massy@jotter.com>  
**Cc:** "Osorio, Luis x5177" <osoriol@co.monterey.ca.us>  
**Subject: RE: Resolution - 1170 Signal Hill LLC**

Hi Carol:

This resolution needs to have the conditions attached to it that were imposed by the HRRB.

John

John Ford

RMA - Services Manager

Resource Management Agency -- Planning

(831) 755-5158

To view your project online via Accela Citizen Access, please use the following link:  
<https://aca.accela.com/monterey/Default.aspx>

**From:** Allen, Carol x5178  
**Sent:** Friday, September 11, 2015 3:08 PM  
**To:** 'talubanengr@gmail.com'; 'massy@jotter.com'  
**Cc:** Ford, John H. x5158; Osorio, Luis x5177  
**Subject:** Resolution - 1170 Signal Hill LLC

*Hello,*

*Attached is the resolution from the Historic Resources Review Board (HRRB) for the abovementioned project. Hard copies will follow.*

*Please feel free to contact the project planner Luis Osorio, if you have any comments or questions via email, [osoriol@co.monterey.ca.us](mailto:osoriol@co.monterey.ca.us) or phone 831-755-5177.*

*Thank you*

*Carol Allen*

· *Senior Secretary*

*Monterey County Resource Management Agency - Planning*

831.755.5178 (VM)

831.757.9516 (Fax)

*allenc@co.monterey.ca.us*

*To access the environmental documents related to a project, go to the Quick Link "Citizen Access – Look up Permits On-line" at <https://acaslc.accela.com/monterey/default.aspx>*



ALPHA COPY  
OFFICIAL RECEIPT

COUNTY OF MONTEREY

RECEIVED FROM Sateez Kadiyar DATE 20  
Sept. 28, 2015  
 STREET \_\_\_\_\_  
 CITY \_\_\_\_\_  
 FOR Appeal for ARRB  
\$1728.07  
Check # 1077802747  
APN 008-261-007-000

OFFICE	MAIL	FIELD	CASH	CHECK	OTHER
PREVIOUS BALANCE				AMOUNT PRESENTED	1728 07
AMOUNT PAID				AMOUNT OF PAYMENT	1728 07
NEW BALANCE				CHANGE REFUNDED	
ON ACCOUNT NO.				THE AMOUNT OF	\$1728 07

CENTRAL VALLEY BUSINESS FORMS - (559) 651-3695  
 506125 REC'D BY [Signature] FORM #111-71

Bank of America

Cashier's Check

No. 1077802747

Notice to Purchaser: In the event this check is lost, misplaced or stolen, a sworn statement and 90-day waiting period will be required prior to replacement. This check should be negotiated within 90 days.

MENLO PARK

0003

00000413

0023



\*\*\*\$1,728.07

To The COUNTY OF MONTEREY  
Order Of  
APPEAL TO HRRB RESOLUTION # 15CP01861

Remitter (Purchased By): SATEEZ KADIVAR

Bank of America, N.A.  
PHOENIX, AZ

AUTHORIZED SIGNATURE

[Signature]

Void After 90 Days

NAZ

91-1701221

Date 09/25/15 11:36:03 AM

ATTACHMENT A  
PAGE 43 OF 82

THE ORIGINAL DOCUMENT HAS A REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENTS.

1077802747 122107061 45700293177

*Before the Historic Resources Review Board in and for the  
County of Monterey, State of California*

**Resolution No. 15CP01861** (Signal Hill, LLC). Resolution by the Monterey County Historic Resources Review Board (HRRB) recommending that the Monterey County Building official approve a Mothball Protection Plan for a single-family dwelling located on the subject property, known as the “Connell Arthur and Kathleen House,” which has been determined eligible for the National Register of Historic Places and is listed in the California Register of Historical Resources. The project is located at 1170 Signal Hill Road, Pebble Beach (Assessor's Parcel Number 008-261-007-000).

**REVISED**

**September 17, 2015**

**(This resolution  
supersedes the previous  
resolution mailed on  
September 11, 2015)**

WHEREAS, this matter was considered by the Historic Resources Review Board (HRRB) of the County of Monterey on August 6, August 24 and September 3, 2015, pursuant to the regulations for the Preservation of Historic Resources as contained in Chapter 18.25 of the Monterey County Code and the Secretary of the Interior's Standards; and

WHEREAS, the parcel is located at 1170 Signal Hill Road, Pebble Beach, (APN 008-261-007-000) within the area of the Del Monte Forest Land Use Plan in the Coastal Zone; and

WHEREAS, the “Connell Arthur and Kathleen House” located on the subject property is listed in the California Register of Historical Resources and is eligible for listing in the National Register of Historic Places; and

WHEREAS, the property owner has applied for a Planning Permit (File No. PLN100338) and a Construction Permit (Permit No. 15CP01573) for the demolition of the existing dwelling; and

WHEREAS, an Environmental Impact Report is under preparation for the proposed demolition of the existing dwelling; and

WHEREAS, vandalism and neglect have resulted in significant damage and affected the original architectural character and value of the dwelling which are the basis for the listing of the dwelling in the California Register of Historical Resources; and

WHEREAS, a code enforcement action (File No. 13CE00338) has been initiated on the property and a Code Enforcement Compliance Order has been issued by RMA-Building requesting the owner to provide protective measures to effectively protect the dwelling from additional deterioration; and

WHEREAS, Signal Hill LLC has installed protective measures to prevent further structural deterioration of the dwelling and has filed with the County of Monterey, an application for a Construction Permit (Permit No. 15CP01861) for a Mothball Protection Plan to include protection measures of existing dwelling on the property.

WHEREAS, Preservation Brief No. 31 of the National Park Service contains standards for the mothballing of historic buildings and the HRRB has reviewed the Mothball Protection Plan per those standards.

WHEREAS, having considered all the written and documentary information submitted, oral testimony, and other evidence presented before the HRRB, the HRRB rendered its decision to adopt findings and evidence to approve the Mothball Protection Plan, subject to the following findings:

Finding: The proposed work is consistent with Chapter 18.25 of the Monterey County Code and the Secretary of the Interior's Standards for the mothballing of historic buildings and will neither adversely affect the remaining significant architectural features of the designated historical resource nor further adversely affect the character, historical, architectural, or aesthetic interest or value of the designated resource and its site.

Finding: The Mothball Protection Plan and other measures already installed by the applicant would prevent additional structural deterioration, protect the building from sudden loss, weatherize and maintain the building to stop moisture penetration and control humidity levels inside the building.

Finding: The proposed protective measures for the historic resource site will neither adversely effect nor be incompatible with the use and exterior of existing designated historical resource on the site.

Evidence:     1.     Mothball Protection Plan as contained under Construction Permit No. 15CP0186 including the measures recommended by the HRRB and staff after the August 27, 2015 site visit;  
                  2.     National Park Service Preservation Brief No. 31;  
                  3.     Oral testimony and HRRB discussion during the public hearings and the administrative record.

THEREFORE, it is the decision of the Monterey County Historic Resources Review Board to approve the Mothball Protection Plan submitted by Signal Hill LLC subject to the following conditions:

1. All the protection measures contained in the Mothball Protection Plan prepared by Taluban Engineering, as modified by the Conditions enumerated by the Historical Resources Review Board at their meeting on September 3, 2015, must be proactively carried out and maintained throughout the completion of the Environmental Impact Report being prepared for the proposed demolition of the dwelling and until the Board of Supervisors has considered and acted on the proposed demolition.

PASSED AND ADOPTED on this 3<sup>rd</sup> day of September, 2015, upon motion of Salvador Munoz, seconded by Barbara Rainer, by the following vote:

AYES:           Munoz, Scourkes, MacClelland, Rainer, Prader  
NOES:           None  
ABSENT:        Morgantini  
ABSTAIN:       None



Attest

Luis Osorio, Project Planner

September 3, 2015

THIS RESOLUTION WAS ORIGINALLY SENT TO THE APPLICANT ON SEPTEMBER 11, 2015.

THIS RESOLUTION WAS RE-SENT TO THE APPLICANT ON SEPTEMBER 17, 2015 WITH THE MOTHBALLING PLAN AND THE CONDITIONS APPLIED BY THE HISTORIC RESOURCES REVIEW BOARD ON SEPTEMBER 3, 2015.

THE ACTION OF THE HISTORICAL RESOURCES REVIEW BOARD REGARDING THIS PERMIT IS APPEALABLE TO THE BOARD OF SUPERVISORS SUBJECT TO THE PROVISIONS OF CHAPTER 18.25.180 (A) OF THE MONTEREY COUNTY CODE.



Based on the HRRB and Code Compliance inspection on August 27, 2015, the following are the requirements that need to be included in the Mothball Permit and implemented to meet the intent of the Secretary of Interior's Brief #31 for mothballing a historic resource:

- 1) All exterior wall penetrations shall be sealed from moisture penetration. This includes but is not limited to light or electrical boxes, foundation vents, damaged stucco or exterior finishes.
- 2) All debris, mildew or mold laden materials (including wall and ceiling sheetrock), carpet/pad, window curtains, etc. shall be removed from the structure to provide a "broom clean" interior. The Plan must develop an approach to address the mold issue, including treating surfaces with mold, and maintaining positive air flow. Where sheet rock is removed, strapping shall be installed to provide structural stability. The carpet/padding may remain under the cribbing. All hazardous materials shall be disposed in a manner appropriate with applicable regulations.
- 3) All exterior sheathing used for weatherproof measures shall be either "marine grade" plywood that is painted or Exposure I rated sheathing (OSB or plywood) with an elastomeric type primer finish. The sheathing shall be painted and shall lap the exterior building finish a minimum of 3/4" per standard construction standards and shall be fastened to the building frame with wood screws a minimum of 6 inches on center. All panel joints shall have a minimum of 2x4 backing for support.
- 4) All eave vents (roof and floor) shall be repaired with an approved wire mesh. Not just roof eaves.
- 5) All downspouts at the exterior of structure will be connected to a pipe to direct any flows away from the building foundation.
- 6) Roofing contractor to verify that the flashing drip edge at the front door roof eave is connected properly to protect the fascia board.
- 7) All exterior debris including the broken window glass shall be removed from the surrounding sand dunes.
- 8) All windows that are broken or no longer are weatherproof shall be boarded with approved sheathing.
- 9) Provide smoke and fire alarm systems that include a Fire District-approved monitored system. Provide dehumidifiers to remove moisture; dehumidifiers must be checked periodically and can be removed upon a determination by the Building Official that the interior of the structure is dry.
- 10) All mechanical equipment must have a regular power supply.
- 11) The occupant or motion sensor system must be monitored system to provide the appropriate level of security.
- 12) Mechanical ventilation must provide a minimum of 2-3 air changes per hour. This will require multiple fans that operate periodically (timer controlled) or continuously. Provide verification of the number of fans, fan capacities and ventilation opening sizes to meet this minimum standard.

Specific requirement for this structure include:

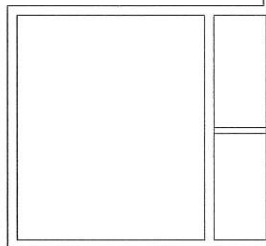
- 1) Provide a detail of the repair for the damaged stucco finish where the deck guard-wall meets the full height wall. The repair must be weatherproof.
- 2) Provide roof inspection report to address all the weatherproof requirements for the roof

system.

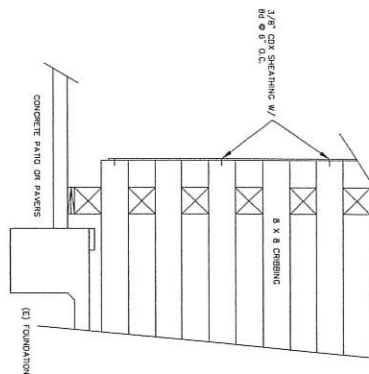
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- 15) The inspection schedule will be monthly with the Building department until the Mothball operation is terminated by other action or permit.

# LOWER LEVEL PLAN

SCALE: 1/4" = 1'-0"



## 1 CRIBBING & FOUNDATION NOT TO SCALE

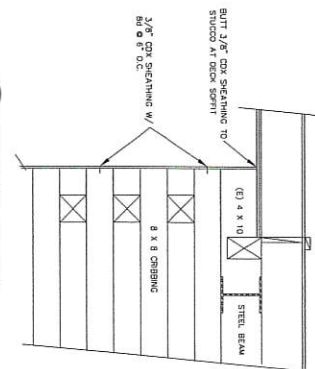


## WEATHERPROOF CRIBBING



EXISTING WEATHERING CRIBBING  
REMOVING AND 3/4" GAP SHEATHING  
WITH 1/4" O.C. FOR WEATHERPROOF  
STABILIZATION CONDITIONS FOR  
STUDIOS AT DECK SPENT

## 2 CRIBBING & SOFFIT NOT TO SCALE



## LOWER LEVEL PLAN

EXISTING RESIDENCE  
1170 SIGNAL HILL  
PEBBLE BEACH, CA

## TALUBAN ENGINEERING, INC.

103 CHURCH STREET  
SALINAS, CALIFORNIA 93901

taluban@ebcglobal.net

ATTACHMENT A BOX 293, SALINAS, CALIFORNIA, 93902 PHONE: 831-754-0545

ISSUE: OPENINGS NOT SECURED FROM PEST INTRUSION. REPAIRS AND WIRE MESH TO BE INSTALLED TO PREVENT PEST INTRUSION. SEE SHEET #A1 - CONTROL PESTS



WIRE MESH AT EAVE VENTS

ISSUE: CAULKING AT CHIMNEY. REPAIR: PATCH ROOF WITH STABILIZATION COMPOUND PER EXTENSION - WEATHERPROOF

CAULKING AROUND CHIMNEY



DECK SURFACE DAMAGE

ISSUE: DECK SURFACE. REPAIR: PATCH DECK SURFACE CRACKS WITH STABILIZATION COMPOUND PER SHEET #A1 - WEATHERPROOF

DECK SURFACE DAMAGE

REPAIR TWO LEAKS AT ROOF



ISSUE: TWO LEAKS AT EXISTING ROOF. REPAIR: PATCH ROOF WITH STABILIZATION COMPOUND PER SHEET #A1 - WEATHERPROOF

WEATHERPROOF PARAPET WALL



ISSUE: WEATHERPROOF PENETRATION. REPAIR: PATCH ROOF WITH STABILIZATION COMPOUND PER SHEET #A1 - WEATHERPROOF

UPPER LEVEL PLAN

SCALE: 1/4" = 10'

INTERIOR VENTILATION/SECURITY

ISSUE: INTERIOR VENTILATION TO REDUCE MOISTURE / MOLD DAMAGE. REPAIR: MAINTAIN EAVE VENTILATION, AND PATCH ROOF WITH STABILIZATION COMPOUND PER SHEET #A1 - WEATHERPROOF



UPPER LEVEL PLAN

EXISTING RESIDENCE  
1170 SIGNAL HILL  
PEBBLE BEACH, CA

TALUBAN ENGINEERING, INC.

103 CHURCH STREET  
SALINAS, CALIFORNIA 93901  
P.O. BOX 732, SALINAS, CALIFORNIA, 93902 PHONE: 831-754-0545

taluban@ecglobal.net

DATE: 05/15/17	DESIGN: JAS. TALUBAN
DRAWN: JAS. TALUBAN	CHECK: JAS. TALUBAN
SCALE: 1/4" = 10'	SHEET: A.2





# MONTEREY COUNTY

## RESOURCE MANAGEMENT AGENCY

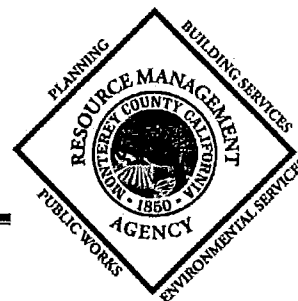
Carl P. Holm, AICP, Acting Director

John Guertin, Acting Deputy Director

Daniel Dobrilovic, Acting Building Official

Michael Novo, AICP, Director of Planning

Robert K. Murdoch, P.E., Director of Public Works



168 W. Alisal Street, 2<sup>nd</sup> Floor  
Salinas, CA 93901  
<http://www.co.monterey.ca.us/rma>

May 22, 2015

Signal Hill LLC  
111 Independence Drive  
Menlo Park, CA 94301

Massy Mehdipour, Agent  
Signal Hill LLC  
1425 Dana Ave  
Palo Alto, CA 94301

Fidelity National Title Insurance Company  
111 Pine Street  
San Francisco, CA 94111  
Loan Number 60-504415-1

### COMPLIANCE ORDER

#### NOTICE OF INTENT TO RECORD A NOTICE OF VIOLATION

<b>Violation Location:</b>	<b>1170 Signal Hill Rd., Pebble Beach</b>
<b>APN:</b>	<b>008-261-007-000</b>
<b>Zoning:</b>	<b>LDR/1.5-D(CZ)</b>
<b>Case Number:</b>	<b>13CE00338</b>

This Compliance Order and Notice of Intent to Record a Notice of Violation has been issued pursuant to the inspection conducted by the Monterey County Sheriff's Department February 4, 2015, the inspection conducted by M3 Environmental Consultants LLC on March 5, 2015 and the inspection conducted by SWCA Environmental Consultants and Luis Osorio of County of Monterey Resource Management Agency Planning Department on April 20, 2015 which identified the following violations:

#### Description of Violation(s):

1. The broken windows for the Single Family Dwelling are in violation of Section 18.14.040.D.12 (General Maintenance Requirements for Windows) of the Monterey County Code.
2. The ceiling and walls have holes in the sheetrock in violation of Section 18.14.040.E.2 (General Maintenance Requirements for Interior Surfaces) of the Monterey County Code.
3. Missing exterior copper flashing in violation of Section 18.14.040.D.1 (General Maintenance Requirements for Protective Treatment) of the Monterey County Code.

4. The missing copper piping throughout the single family dwelling and missing water heater as reported in police report FG1500685 are in violation of Section 18.14.060.I (Plumbing facilities and Fixture Requirements for Water Heating Facilities) of the Monterey County Code.
5. Visible signs of water intrusion in violation of Section 18.15.030.A.11 (Dampness of Habitable Rooms) of the Monterey County Code.
6. Visible signs of water intrusion in violation of Section 18.15.030.G (Faulty Weather Protection) of the Monterey County Code.
7. Substandard guard rails in violation of section 18.14.040.D.11 (Handrails and Guards) of the Monterey County Code.
8. The Single Family Dwelling is deemed Substandard and in violation of Section 18.15.060.B (Prohibition for Substandard Buildings) and 18.25.240 (Preservation of Historic Resources, Duty to keep in good repair) of the Monterey County Code.

**Required Corrective Action(s):**

1. Apply for and obtain an exploratory permit to identify the source of water intrusion by **June 1, 2015**.
2. Apply for and obtain permits from the County of Monterey Resource Management Agency to correct the source of water intrusion and to complete the repairs as recommended in the M3 report and all violations as noted as noted above, by **June 8, 2015**. All improvements must be done under supervision of an Architectural Historian to certify the work is completed in a manner consistent with the Secretary of Interior's Standards for the treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings.
3. Any mold remediation/abatement required must be done according to the work plan (protocol) provided by the certified assessment specialist. The remediation/abatement contractor must be certified by the ACAC or another national, non-profit certifying body which is accredited by the CESB and/or the American National Standards Institute under ANSI/ISO/IEC 27024.
4. All mold remediation/abatement and required work to repair the single family dwelling is to be completed and associated Building Permits are to be finalized by **July 10, 2015**.
9. Schedule a compliance inspection with the Enforcement Official shown below when all corrective actions are completed.
10. All fines, abatement costs and penalties shall be paid before your code enforcement case can be closed.

You are hereby ordered to discontinue the code violation(s) identified in this Notice of Violation. In accordance with Section 1.22.200 of the County Code, it shall be unlawful for any responsible person to willfully fail to diligently pursue the correction of any violation identified in this Notice of Violation. Willful failure to take the necessary actions to correct any violation of the County Code is a misdemeanor. Failure to comply with this notice will result in the recording of a Notice of Violation on the property in accordance with Section 1.22.035 of the County Code. You may present evidence no later than June 22, 2015 as to why the Notice of Violation should not be recorded.

**FURTHER ENFORCEMENT ACTIONS AS REQUIRED**

**Each day that the violation remains is a separate violation subject to an additional administrative fine.** Your continued failure to correct the violation(s) by the **compliance date of June 22, 2015** will result in penalties in accordance with Sections 1.22.090 of the County Code.

Section 1.20.090 provides the Enforcement Official the authority to recover any costs associated with the abatement of the violation which shall include, but is not limited to: Cost of investigation, Court costs,

Attorneys' fees and Costs of monitoring compliance. Your continued failure to correct the violation(s) by the compliance date(s) shown above will result in your case being referred for one or more of the following legal actions and remedies:

1. Administrative hearing before the County Hearing Officer who may assess administrative penalties, require payment of all enforcement costs, authorize liens on the property and authorize the County to perform the work necessary to correct the violation. Amounts for administrative penalties range from \$100 to \$2,500 per day for each day the violation continues to exist past the compliance date up to a maximum administrative penalty of \$100,000.

2. Involuntary placement of the property under a Court appointed receiver, issuance of a permanent or preliminary injunctions and summary abatement of any violation. If you have any further questions regarding this Compliance Order, please contact, Mr. Joshua Bowling, Acting Senior Code Compliance Inspector, at (831) 755-5227 as soon as possible.

**BY ORDER OF THE ENFORCEMENT OFFICIAL**



**Tim Burns**  
**Code Compliance Manager**

CC: File  
Automation/Documents

# MONTEREY COUNTY

## RESOURCE MANAGEMENT AGENCY

Carl P. Holm, AICP, Acting Director

John Guertin, Acting Deputy Director

Daniel Dobrilovic, Acting Building Official

Michael Novo, AICP, Director of Planning

Robert K. Murdoch, P.E., Director of Public Works



168 W. Alisal Street, 2<sup>nd</sup> Floor

Salinas, CA 93901

<http://www.co.monterey.ca.us/rma>

June 19, 2015

Signal Hill LLC  
111 Independence Drive  
Menlo Park, CA 94301

Massy Mehdipour, Agent  
Signal Hill LLC  
1425 Dana Ave  
Palo Alto, CA 94301

Fidelity National Title Insurance Company  
111 Pine Street  
San Francisco, CA 94111  
Loan Number 60-504415-1

### COMPLIANCE ORDER #2

#### NOTICE OF INTENT TO RECORD A NOTICE OF VIOLATION

Violation Location:	1170 Signal Hill Rd., Pebble Beach
APN:	008-261-007-000
Zoning:	LDR/1.5-D(CZ)
Case Number:	13CE00338

In addition to a prior Compliance Order issued on May 22 and this Compliance Order and Notice of Intent to Record a Notice of Violation has been issued pursuant to a Structural Evaluation Report by Taluban Engineering dated June 12, 2015, the inspection conducted by the Monterey County Building Official on June 16, 2015 and in concurrence with the Structural Evaluation report provided by Taluban Engineering dated June 17, 2015:

#### Description of Violation(s):

1. Intentional structural damage in the lower level of the dwelling that included cut interior and exterior framing members and the borings of a structural header that could facilitate the collapse of the structure. Demolition, in whole or in part, is defined as development in the Local Coastal Plan and demolition of a designated historical structure requires a coastal development permit. Development that will cause a Significant Environmental Impact is non-exempt and shall require a coastal development permit. Violation of Sections 20.14.030.A (Nonexempt Development), 18.01.070.B (Violations) and 18.08.010 (Historical Building Code) of the Monterey County Code.

**Required Corrective Action(s):**

1. A Notice of "Unsafe Structure" was posted by the County of Monterey Building Official on June 15, 2015. The structure must be: 1) shored up to stabilize the structure from any further damage and 2) boarded for safety and security reasons. Shoring and boarding of the collapsing structure shall be completed by **June 23, 2015** under the observation and guidance of a Structural Engineer. All work, workers, equipment, and material shall be outside Environmentally Sensitive Habitat Areas.
2. Apply and obtain an after the fact Emergency Building Permit to Shore up the failing section of the structure and to board up the structure for security reasons. The Plans shall be prepared, stamped, and signed by a Structural Engineer. The Environmentally Sensitive Habitat Areas shall be clearly identified on the plans and the plans shall note that all staging, parking, work, workers, equipment, and material shall be outside of Environmentally Sensitive Habitat Areas at all times. The plans shall be submitted to the Monterey County RMA Building Department by **June 24, 2015** in accordance with 105.2.1 (Emergency Repairs) of Title 24, part 2 of the 2013 California Building Code.
3. Schedule a compliance inspection with the Enforcement Official shown below for June 24, 2015 to inspect the shoring and boarding of the structure.
4. The Compliance Order Notice of Intent to Record Notice of Violation dated May 22, 2015 is still in effect and the **Compliance date of July 10, 2015** to complete the work required to restore the structure shall be completed or your case will be set for an Administrative Hearing. Restoration means to return the structure to the condition identified in the report prepared by Anthony Kirk dated October 10, 2010.
5. All fines, abatement costs and penalties shall be paid before your code enforcement case can be closed.

You are hereby ordered to discontinue the code violation(s) identified in this Notice of Violation. In accordance with Section 1.22.200 of the County Code, it shall be unlawful for any responsible person to willfully fail to diligently pursue the correction of any violation identified in this Notice of Violation. Willful failure to take the necessary actions to correct any violation of the County Code is a misdemeanor. Failure to comply with this notice will result in the recording of a Notice of Violation on the property in accordance with Section 1.22.035 of the County Code. You may present evidence no later than June 23, 2015 as to why the Notice of Violation should not be recorded.

**FURTHER ENFORCEMENT ACTIONS AS REQUIRED**

**Each day that the violation remains is a separate violation subject to an additional administrative fine.** Your continued failure to correct the violation(s) by the **July 10, 2015** will result in penalties in accordance with Sections 1.22.090 of the County Code.

Section 1.20.090 provides the Enforcement Official the authority to recover any costs associated with the abatement of the violation which shall include, but is not limited to: Cost of investigation, Court costs, Attorneys' fees and Costs of monitoring compliance. Your continued failure to correct the violation(s) by the compliance date(s) shown above will result in your case being referred for one or more of the following legal actions and remedies:

1. Administrative hearing before the County Hearing Officer who may assess administrative penalties, require payment of all enforcement costs, authorize liens on the property and authorize the County to perform the work necessary to correct the violation. Amounts for administrative penalties range from \$100 to \$2,500 per day for each day the violation continues to exist past the compliance date up to a maximum administrative penalty of \$100,000.

2. Involuntary placement of the property under a Court appointed receiver, issuance of a permanent or preliminary injunctions and summary abatement of any violation. If you have any further questions

regarding this Compliance Order, please contact, Mr. Joshua Bowling, Acting Senior Code Compliance Inspector, at (831) 755-5227 as soon as possible.

*Based on the intentional structural damage to the structure, Monterey County highly recommends that 24 hour surveillance and security be established on the parcel to protect the structure from further damage.*

**Monterey County Resource Management Agency intends to obtain a Summary Abatement Warrant if the structure is not stabilized as directed in this order.**


**BY ORDER OF THE ENFORCEMENT OFFICIAL**



**Tim Burns**  
Code Compliance Manager

CC: File  
Automation/Documents

**BY ORDER OF THE BUILDING OFFICIAL**



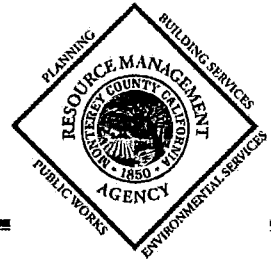
**Daniel Dobrilovic**  
Acting, Building Official

# MONTEREY COUNTY

## RESOURCE MANAGEMENT AGENCY

Carl P. Holm, AICP, Acting Director

John Guertin, Acting Deputy Director



168 W. Alisal Street, 2<sup>nd</sup> Floor  
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[www.co.monterey.ca.us/rma](http://www.co.monterey.ca.us/rma)

Daniel Dobrilovic, Acting Building Official

Michael Novo, AICP, Director of Planning

Robert K. Murdoch, P.E., Director of Public Works

June 24, 2015

Signal Hill LLC

111 Independence Drive

Menlo Park, CA 94301

Massy Mehdipour, Agent

Signal Hill LLC

1425 Dana Ave

Palo Alto, CA 94301

Fidelity National Title Insurance Company

111 Pine Street

San Francisco, CA 94111

Loan Number 60-504415-1

### COMPLIANCE ORDER #2 AMENDMENT

<b>Violation Location:</b>	<b>1170 Signal Hill Rd., Pebble Beach</b>
<b>APN:</b>	<b>008-261-007-000</b>
<b>Zoning:</b>	<b>LDR/1.5-D(CZ)</b>
<b>Case Number:</b>	<b>13CE00338</b>

- Pursuant to Monterey County Code Section 1.22.050 D: Each hearing shall be set for a date not fewer than fifteen (15) days or no more than sixty (60) days from the date of the notice of hearing unless the Enforcement Official determines that the matter is urgent or that good cause exists for an extension of time. Based on the urgency of the situation this matter has been set for an Administrative Hearing for Wednesday, July 1, 2015 at 9:30 am. Please refer to the Notice of Hearing document for specifics.
- Pursuant to Monterey County Code section 1.22.050 F: If the Enforcement Official submits to the Hearing Officer an additional written report concerning any matters related to the notice of violation for consideration at the hearing, then a copy of this report shall also be served on the alleged violator or responsible person at least five days prior to the hearing date.



**Description of Original Violation(s):**

Intentional structural damage in the lower level of the dwelling that included cut interior and exterior framing members and the borings of a structural header that could facilitate the collapse of the structure. Demolition, in whole or in part, is defined as development in the Local Coastal Plan and demolition of a designated historical structure requires a coastal development permit. Development that will cause a Significant Environmental Impact is non-exempt and shall require a coastal development permit. Violation of Sections 20.14.030.A (Nonexempt Development), 18.01.070.B (Violations) and 18.08.010 (Historical Building Code) of the Monterey County Code.

**Additional Violations:****Monterey County Code Sections:**

1. 18.01.070 E: Duty to maintain properties and structures. It shall be unlawful for any person, firm or corporation to fail to maintain any building, structure, equipment, premises or grading work regulated by this Chapter with the provisions of the building standards that lawfully existed at the time of construction or with subsequent minimum maintenance standards established by State or local law or this Chapter for existing buildings and property.
2. 18.01.070 F: Prohibited conditions. It shall be unlawful for any owner to create, maintain or permit the continued existence of any dangerous structure or premises, unsafe condition, unsafe equipment, unsafe structure, any structure that is unfit for human occupancy, any substandard building or premises or any unlawful structure or any other hazards as defined in this Chapter. Such violations are public nuisances and the owner shall abate or cause to be abated or corrected such conditions either by repair, rehabilitation, demolition or other approved corrective action without delay.
3. 18.01.070 G: Prohibition for substandard buildings. It shall be unlawful for any person, firm or corporation to create, maintain or permit the continued existence of a substandard building as defined in this Chapter.
4. 18.14.040 D 3: All structural members shall be maintained free from deterioration, and shall be capable of safely supporting all required loading.
5. 18.14.040 D 4: Foundation Walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.
6. 18.14.040 D 5: Exterior Walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.
7. 18.14.040 D 6: Roofs and Drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

8. 18.14.040 D 9: Stairways, Decks, Porches and Balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

**Required Corrective Action(s):**

1. A Notice of "Unsafe Structure" was posted by the County of Monterey Building Official on June 15, 2015. The structure must be stabilized to prevent any further damage from occurring and 2) boarded for safety and security reasons. Stabilizing and boarding of the collapsing structure shall be completed by **June 24, 2015** under the observation and guidance of an Engineer. All work, workers, equipment, and material shall be outside Environmentally Sensitive Habitat Areas.
2. Apply and obtain an after the fact Emergency Building Permit to Shore up the failing section of the structure and to board up the structure for security reasons. The Plans shall be prepared, stamped, and signed by an Engineer. The Environmentally Sensitive Habitat Areas shall be clearly identified on the plans and the plans shall note that all staging, parking, work, workers, equipment, and material shall be outside of Environmentally Sensitive Habitat Areas at all times. The plans shall be submitted to the Monterey County RMA Building Department by **June 25, 2015** in accordance with 105.2.1 (Emergency Repairs) of Title 24, part 2 of the 2013 California Building Code.
3. Schedule a compliance inspection with the Enforcement Official shown below for June 25, 2015 to inspect the shoring and boarding of the structure.
4. The Compliance Order Notice of Intent to Record Notice of Violation dated May 22, 2015 is still in effect and the **Compliance date of July 10, 2015** to complete the work required to restore the structure shall be completed or your case will be set for an Administrative Hearing. Restoration means to return the structure to the condition identified in the report prepared by Anthony Kirk dated October 10, 2010.
5. All fines, abatement costs and penalties shall be paid before your code enforcement case can be closed.

You are hereby ordered to discontinue the code violation(s) identified in this Notice of Violation. In accordance with Section 1.22.200 of the County Code, it shall be unlawful for any responsible person to willfully fail to diligently pursue the correction of any violation identified in this Notice of Violation. Willful failure to take the necessary actions to correct any violation of the County Code is a misdemeanor. Failure to comply with this notice will result in the recording of a Notice of Violation on the property in accordance with Section 1.22.035 of the County Code. You may present evidence no later than June 23, 2015 as to why the Notice of Violation should not be recorded.

**FURTHER ENFORCEMENT ACTIONS AS REQUIRED**

Each day that the violation remains is a separate violation subject to an additional administrative fine. Your continued failure to correct the violation(s) by the **July 10, 2015** will result in penalties in accordance with Sections 1.22.090 of the County Code.

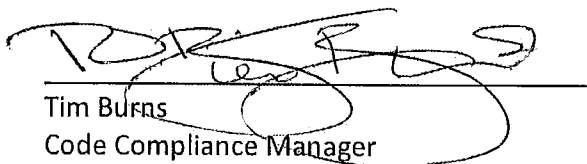
Section 1.20.090 provides the Enforcement Official the authority to recover any costs associated with the abatement of the violation which shall include, but is not limited to: Cost of investigation, Court costs, Attorneys' fees and Costs of monitoring compliance. Your continued failure to correct the violation(s) by the compliance date(s) shown above will result in your case being referred for one or more of the following legal actions and remedies:

1. Administrative hearing before the County Hearing Officer who may assess administrative penalties, require payment of all enforcement costs, authorize liens on the property and authorize the County to perform the work necessary to correct the violation. Amounts for administrative penalties range from \$100 to \$2,500 per day for each day the violation continues to exist past the compliance date up to a maximum administrative penalty of \$100,000.
2. Involuntary placement of the property under a Court appointed receiver, issuance of a permanent or preliminary injunctions and summary abatement of any violation. If you have any further questions regarding this Compliance Order, please contact, Mr. Joshua Bowling, Acting Senior Code Compliance Inspector, at (831) 755-5227 as soon as possible.

*Based on the intentional structural damage to the structure, Monterey County highly recommends that 24 hour surveillance and security be established on the parcel to protect the structure from further damage.*

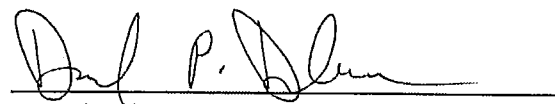
Monterey County Resource Management Agency intends to obtain a Summary Abatement Warrant if the structure is not stabilized as directed in this order.

BY ORDER OF THE ENFORCEMENT OFFICIAL



Tim Burns  
Code Compliance Manager

BY ORDER OF THE BUILDING OFFICIAL



Daniel Dobrilovic  
Acting, Building Official

cc: File  
Automation/Documents

# MONTEREY COUNTY RESOURCE MANAGEMENT AGENCY

Carl P. Holm, AICP, Acting Director

John Guertin, Acting Deputy Director

Daniel Dobrilovic, Acting Building Official

Michael Novo, AICP, Director of Planning

Robert K. Murdoch, P.E., Director of Public Works



168 W. Alisal Street, 2<sup>nd</sup> Floor  
Salinas, CA 93901  
[www.co.monterey.ca.us/rma](http://www.co.monterey.ca.us/rma)

July 21, 2015

**Compliance Date: August 4, 2015**

Signal Hill LLC  
111 Independence Drive  
Menlo Park, CA 94301

Massy Mehdipour, Agent  
Signal Hill LLC  
1425 Dana Ave  
Palo Alto, CA 94301

Fidelity National Title Insurance Company  
111 Pine Street  
San Francisco, CA 94111  
Loan Number 60-504415-1

## **COMPLIANCE ORDER #3**

Violation Location: 1170 Signal Hill Rd., Pebble Beach  
APN: 008-261-007-000  
Zoning: LDR/1.5-D(CZ)  
Case Number: 13CE00338  
Assigned: Joshua Bowling

In addition to the prior Compliance Orders and Intent to Record Notice of Violation issued on May 22, 2015, June 19, 2015 and the Amended Compliance Order dated June 24, 2015, this Compliance Order has been issued to address the weatherproofing of the Single Family Dwelling:

### **Description of Violation(s):**

1. The single family dwelling is not weather proof. The residence continues to be exposed to the elements and in danger of further deterioration.

### **Violation of Monterey County Code section(s):**

#### **18.01.070 – Violations section F.**

F. Prohibited conditions. It shall be unlawful for any owner to create, maintain or permit the continued existence of any dangerous structure or premises, unsafe condition, unsafe equipment, unsafe structure, any structure that is unfit for human occupancy, any substandard building or premises or any unlawful structure or any other hazards as defined in this Chapter. Such violations are public nuisances and the

owner shall abate or cause to be abated or corrected such conditions either by repair, rehabilitation, demolition or other approved corrective action without delay.

#### **18.14.040 - General maintenance requirements sections A,D1 and D6**

**A. General.** The provisions of this Chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property. The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this Chapter. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

**D. Exterior Structure.** The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare including but not limited to the following:

**1. Protective Treatment.** All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

**6. Roofs and Drainage.** The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

#### **18.14.090 - Violations.**

**A. Prohibited Conditions.** It shall be unlawful for any owner to create, maintain or permit the continued existence of any dangerous structure or premises, unsafe condition, unsafe equipment, unsafe structure, any structure that is unfit for human occupancy, any substandard building or premises or any unlawful structure or any other hazards as defined in this Chapter. Such violations are public nuisances and the owner shall abate or cause to be abated or corrected such conditions either by repair, rehabilitation, demolition or other approved corrective action without delay.

#### **Required Corrective Action(s):**

1. Submit a "Mothballing" protection plan for review and approval to maintain the property, to weatherize and stop moisture penetration and to control the humidity levels once the structure is secure in conformance with the guidelines set by the U.S. Department of the Interior by **July 27, 2015.**
2. Obtain necessary permits and complete the "Mothballing" work by **August 4, 2015.**
3. Schedule a compliance inspection with the Enforcement Official shown below for **August 5, 2015,** to inspect the "Mothballing" of the structure.
4. The Compliance Orders and Notice of Intent to Record Notice of Violations dated May 22, 2015, the Compliance Order dated June 19, 2015 and the Amended Compliance Order dated June 24, 2014 are still in effect.

5. All fines, abatement costs and penalties shall be paid before your code enforcement case can be closed.

Diligently pursue all actions necessary to correct the violation and obtain final inspection approval on all required permits.

Schedule a compliance inspection with the assigned Code Compliance Inspector when all corrective actions are completed.

You are hereby ordered to discontinue the code violation(s) identified in this Notice of Violation. In accordance with Section 1.22.200 of the County Code, it shall be unlawful for any responsible person to willfully fail to diligently pursue the correction of any violation identified in this Notice of Violation. Administrative penalties will begin to accrue after the date set for compliance if compliance has not been achieved.

If permits and/or plans are needed for corrective action, please bring this compliance order with you when you apply for any required permits. Building and planning permits can be obtained at the County Government Center, 168 W. Alisal Street, Second Floor, Salinas, CA.

#### **Administrative Costs**

Any person, firm, or corporation, who creates or maintains a Code violation shall be liable for the costs of enforcement which shall include, but not be limited to, the cost of investigation and inspection, costs to cure any violation or abate a nuisance, and costs of monitoring compliance.

#### **Notification of Misdemeanor**

Willful failure to take the necessary actions to correct any violation of the County Code is a misdemeanor.

#### **FURTHER ENFORCEMENT ACTIONS AS REQUIRED**

Your continued failure to correct the violation(s) by the compliance date(s) shown above will result in your case being referred for one or more of the following legal actions and remedies:

1. Administrative hearing before the County Hearing Officer who may assess administrative penalties, require payment of all enforcement costs, authorize liens on the property and authorize the County to perform the work necessary to correct the violation. Amounts for administrative penalties range from \$100 to \$2,500 per day for each day the violation continues to exist past the compliance date up to a maximum administrative penalty of \$100,000.
2. Criminal or civil prosecution by the County District Attorney for failing to comply with any of the mandatory requirements of state law and the Monterey County Code. Unless provision is otherwise made, any person convicted of a misdemeanor under the provisions of the Monterey County Code shall be punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment in the Monterey County Jail for a period of not more than six months or by both such fine and imprisonment.
3. Involuntary placement of the property under a Court appointed receiver, issuance of a permanent or preliminary injunctions and summary abatement of any violation.


Any other available legal remedy.

If you have any further questions regarding this Compliance Order, or can provide any additional information about the violations as described, responsible persons, required corrective actions or compliance date(s) shown above, please contact the Code Compliance Inspector at (831) 755-5227 as soon as possible.

*Based on the intentional structural damage to the structure, Monterey County highly recommends that 24 hour surveillance and security be established on the parcel to protect the structure from further damage.*

**Monterey County Resource Management Agency intends to obtain a Summary Abatement Warrant if the "Mothballing is not completed as directed in this order.**

**BY ORDER OF THE ENFORCEMENT OFFICIAL**

  
Tim Burns  
Code Compliance Official

CC: File  
Automation/Documents

# 31 PRESERVATION BRIEFS

## Mothballing Historic Buildings

Sharon C. Park, AIA



U.S. Department of the Interior  
National Park Service  
Cultural Resources  
Heritage Preservation Services

When all means of finding a productive use for a historic building have been exhausted or when funds are not currently available to put a deteriorating structure into a useable condition, it may be necessary to close up the building temporarily to protect it from the weather as well as to secure it from vandalism. This process, known as mothballing, can be a necessary and effective means of protecting the building while planning the property's future, or raising money for a preservation, rehabilitation or restoration project. If a vacant property has been declared unsafe by building officials, stabilization and mothballing may be the only way to protect it from demolition.

This Preservation Brief focuses on the steps needed to "deactivate" a property for an extended period of time. The project team will usually consist of an architect, historian, preservation specialist, sometimes a structural engineer, and

a contractor. Mothballing should not be done without careful planning to ensure that needed physical repairs are made prior to securing the building. The steps discussed in this Brief can protect buildings for periods of up to ten years; long-term success will also depend on continued, although somewhat limited, monitoring and maintenance. For all but the simplest projects, hiring a team of preservation specialists is recommended to assess the specific needs of the structure and to develop an effective mothballing program.

A vacant historic building cannot survive indefinitely in a boarded-up condition, and so even marginal interim uses where there is regular activity and monitoring, such as a caretaker residence or non-flammable storage, are generally preferable to mothballing. In a few limited cases when the vacant building is in good condition and in a location where it can be watched and checked regularly, closing and locking

the door, setting heat levels at just above freezing, and securing the windows may provide sufficient protection for a period of a few years. But if long-term mothballing is the only remaining option, it must be done properly (see fig. 1 & 2). This will require stabilization of the exterior, properly designed security protection, generally some form of interior ventilation - either through mechanical or natural air exchange systems - and continued maintenance and surveillance monitoring.

Comprehensive mothballing programs are generally expensive and may cost 10% or more of a modest rehabilitation budget. However, the money spent on well-planned protective measures will seem small when amortized over the life of the resource. Regardless of the location and condition of the property or the funding available, the following 9 steps are involved in properly mothballing a building:

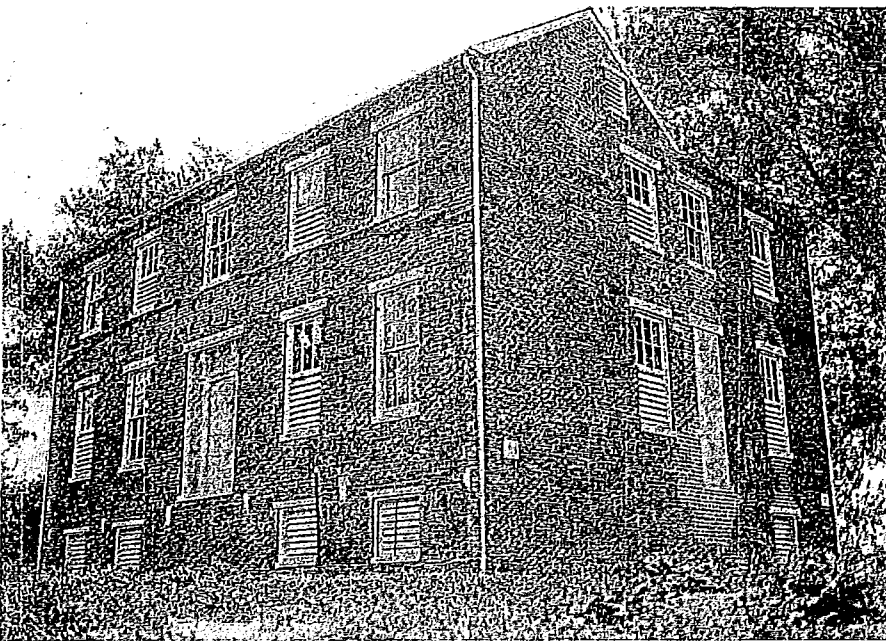


Figure 1. Proper mothballing treatment: This building has been successfully mothballed for 10 years because the roof and walls were repaired and structurally stabilized, ventilation louvers were added, and the property is maintained. Photo: Charles E. Fisher, NPS.





Figure 2. Improper treatment: Boarding up without adequate ventilation, lack of maintenance, and neglect of this property have accelerated deterioration. Photo; NPS file.

#### Documentation

1. Document the architectural and historical significance of the building.
2. Prepare a condition assessment of the building.

#### Stabilization

3. Structurally stabilize the building, based on a professional condition assessment.
4. Exterminate or control pests, including termites and rodents.
5. Protect the exterior from moisture penetration.

#### Mothballing

6. Secure the building and its component features to reduce vandalism or break-ins.
7. Provide adequate ventilation to the interior.
8. Secure or modify utilities and mechanical systems.
9. Develop and implement a maintenance and monitoring plan for protection.

These steps will be discussed in sequence below. Documentation and stabilization are critical components of the process and should not be skipped over. Mothballing measures should not result in permanent damage, and so each treatment should be weighed in terms of its reversibility and its overall benefit.

#### Documentation

Documenting the historical significance and physical condition of the property will provide information necessary for setting priorities and allocating funds. The project team should be cautious when first entering the structure if it has been vacant or is deteriorated. It may be advisable to shore temporarily areas appearing

to be structurally unsound until the condition of the structure can be fully assessed (see fig. 3). If pigeon or bat droppings, friable asbestos or other health hazards are present, precautions must be taken to wear the appropriate safety equipment when first inspecting the building. Consideration should be given to hiring a firm specializing in hazardous waste removal if these highly toxic elements are found in the building.

Documenting and recording the building. Documenting a building's history is important because evidence of its true age and architectural significance may not be readily evident. The owner should check with the State Historic Preservation Office or local preservation commission for assistance in researching the building. If the building has never been researched for listing in the National Register of Historic Places or other historic registers, then, at a minimum, the following should be determined:

- The overall historical significance of the property and dates of construction;
- the chronology of alterations or additions and their approximate dates; and,
- types of building materials, construction techniques, and any unusual detailing or regional variations of craftsmanship.

Old photographs can be helpful in identifying early or original features that might be hidden under modern materials. On a walk-through, the architect, historian, or preservation specialist should identify the architecturally significant elements of the building, both inside and out (see fig.4).

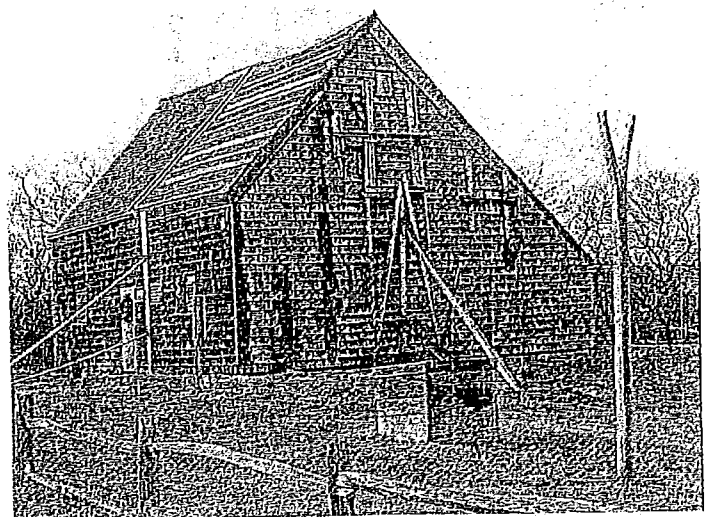
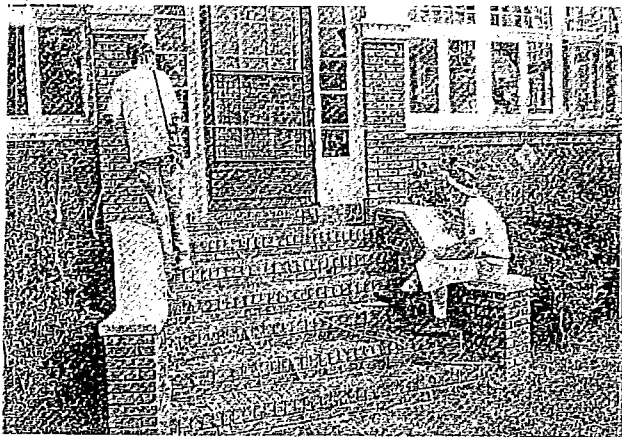


Figure 3. Buildings seriously damaged by storms or deterioration may need to be braced before architectural evaluations can be made. Jethro Coffin House. Photo: John Milner Architects.

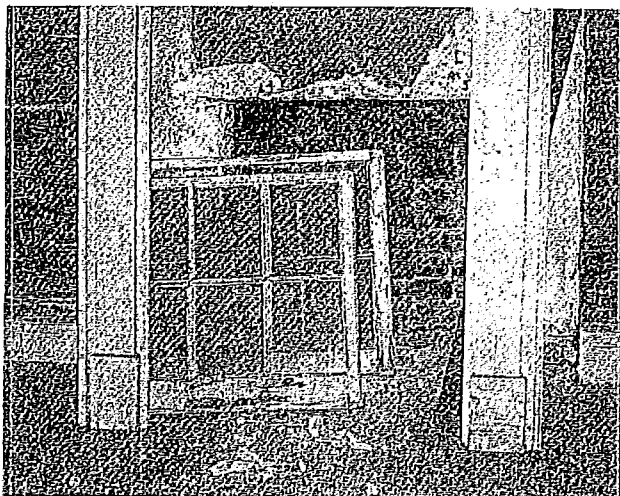


*Figure 4. Documenting the building's history, preparing schematic plans, and assessing the condition of the building will provide necessary information on which to set priorities for stabilization and repair prior to securing the building. Photo: Frederick Lindstrom, HABS.*

By understanding the history of the resource, significant elements, even though deteriorated, may be spared the trash pile. For that reason alone, any materials removed from the building or site as part of the stabilization effort should be carefully scrutinized and, if appearing historic, should be photographed, tagged with a number, inventoried, and safely stored, preferably in the building, for later retrieval (see fig. 5).

A site plan and schematic building floor plans can be used to note important information for use when the building is eventually preserved, restored, or rehabilitated. Each room should be given a number and notations added to the plans regarding the removal of important features to storage or recording physical treatments undertaken as part of the stabilization or repair.

Because a mothballing project may extend over a long period of time, with many different people involved, clear records should be kept and a building file established. Copies of all important data, plans, photographs, and lists of consultants or contractors who have worked on the property should be added to the file as the job progresses.



*Figure 5. Loose or detached elements should be identified, tagged and stored, preferably on site. Photo: NPS files.*

Recording all actions taken on the building will be helpful in the future.

The project coordinator should keep the building file updated and give duplicate copies to the owner. A list of emergency numbers, including the number of the key holder, should be kept at the entrance to the building or on a security gate, in a transparent vinyl sleeve.

**Preparing a condition assessment of the building.** A condition assessment can provide the owner with an accurate overview of the current condition of the property. If the building is deteriorated or if there are significant interior architectural elements that will need special protection during the mothballing years, undertaking a condition assessment is highly recommended, but it need not be exhaustive.

A modified condition assessment, prepared by an architect or preservation specialist, and in some case a structural engineer, will help set priorities for repairs necessary to stabilize the property for both the short and long-term. It will evaluate the age and condition of the following major elements: foundations; structural systems; exterior materials; roofs and gutters; exterior porches and steps; interior finishes; staircases; plumbing, electrical, mechanical systems; special features such as chimneys; and site drainage.

To record existing conditions of the building and site, it will be necessary to clean debris from the building and to remove unwanted or overgrown vegetation to expose foundations. The interior should be emptied of its furnishing (unless provisions are made for mothballing these as well), all debris removed, and the interior swept with a broom. Building materials too deteriorated to repair, or which have come detached, such as moldings, balusters, and decorative plaster, and which can be used to guide later preservation work, should be tagged, labeled and saved.

Photographs or a videotape of the exterior and all interior spaces of the resource will provide an invaluable record of "as is" conditions. If a videotape is made, oral commentary can be provided on the significance of each space and architectural feature. If 35mm photographic prints or slides are made, they should be numbered, dated, and appropriately identified. Photographs should be cross-referenced with the room numbers on the schematic plans. A systematic method for photographing should be developed; for example, photograph each wall in a room and then take a corner shot to get floor and ceiling portions in the picture. Photograph any unusual details as well as examples of each window and door type.

For historic buildings, the great advantage of a condition assessment is that architectural features, both on the exterior as well as the interior, can be rated on a scale of their importance to the integrity and significance of the building. Those features of the highest priority should receive preference when repairs or protection measures are outlined as part of the mothballing process. Potential problems with protecting these features should be identified so that appropriate interim solutions can be selected. For example, if a building has always been heated and if murals, decorative plaster walls, or examples of patterned wall paper are identified as highly significant, then special care should be taken to regulate the interior climate and to monitor it adequately during the

mothballing years. This might require retaining electrical service to provide minimal heat in winter, fan exhaust in summer, and humidity controls for the interior.

## Stabilization

Stabilization as part of a mothballing project involves correcting deficiencies to slow down the deterioration of the building while it is vacant. Weakened structural members that might fail altogether in the forthcoming years must be braced or reinforced; insects and other pests removed and discouraged from returning; and the building protected from moisture damage both by weatherizing the exterior envelope and by handling water run-off on the site. Even if a modified use or caretaker services can eventually be found for the building, the following steps should be addressed.

**Structurally stabilizing the building.** While bracing may have been required to make the building temporarily safe for inspection, the condition assessment may reveal areas of hidden structural damage. Roofs, foundations, walls, interior framing, porches and dormers all have structural components that may need added reinforcement. Structural stabilization by a qualified contractor should be done under the direction of a structural engineer or a preservation specialist to ensure that the added weight of the reinforcement can be sustained by the building and that the new members do not harm historic finishes (see fig. 6). Any major vertical post added during the stabilization should be properly supported and, if necessary, taken to the ground and underpinned.

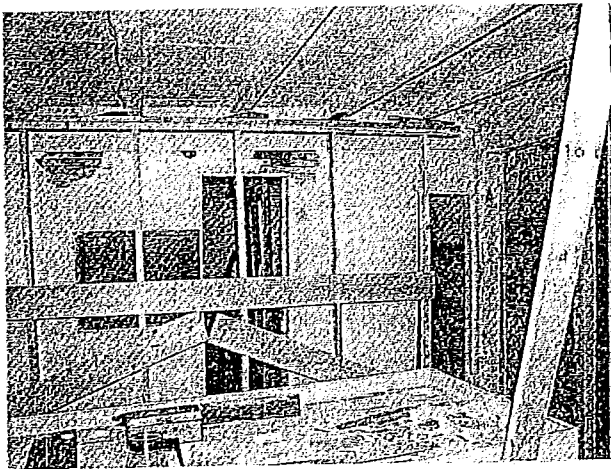


Figure 6. Interior bracing which will last the duration of the mothballing will protect weakened structural members. Jethro Coffin House. Photo: John Milner Architects.

If the building is in a northern climate, then the roof framing must be able to hold substantial snow loads. Bracing the roof at the ridge and mid-points should be considered if sagging is apparent. Likewise, interior framing around stair openings or under long ceiling spans should be investigated. Underpinning or bracing structural piers weakened by poor drainage patterns may be a good precaution as well. Damage caused by insects, moisture, or from other causes should be repaired or reinforced and, if possible, the source of the damage removed. If features such as porches and dormers are so severely deteriorated

that they must be removed, they should be documented, photographed, and portions salvaged for storage prior to removal.

If the building is in a southern or humid climate and termites or other insects are a particular problem, the foundation and floor framing should be inspected to ensure that there are no major structural weaknesses. This can usually be done by observation from the crawl space or basement. For those structures where this is not possible, it may be advisable to lift selective floor boards to expose the floor framing. If there is evidence of pest damage, particularly termites, active colonies should be treated and the structural members reinforced or replaced, if necessary.

**Controlling pests.** Pests can be numerous and include squirrels, raccoons, bats, mice, rats, snakes, termites, moths, beetles, ants, bees and wasps, pigeons, and other birds. Termites, beetles, and carpenter ants destroy wood. Mice, too, gnaw wood as well as plaster, insulation, and electrical wires. Pigeon and bat droppings not only damage wood finishes but create a serious and sometimes deadly health hazard.

If the property is infested with animals or insects, it is important to get them out and to seal off their access to the building. If necessary, exterminate and remove any nests or hatching colonies. Chimney flues may be closed off with exterior grade plywood caps, properly ventilated, or protected with framed wire screens. Existing vents, grills, and louvers in attics and crawl spaces should be screened with bug mesh or heavy duty wire, depending on the type of pest being controlled. It may be advantageous to have damp or infected wood treated with insecticides (as permitted by each state) or preservatives, such as borate, to slow the rate of deterioration during the time that the building is not in use.

**Securing the exterior envelope from moisture penetration.** It is important to protect the exterior envelope from moisture penetration before securing the building. Leaks from deteriorated or damaged roofing, from around windows and doors, or through deteriorated materials, as well as ground moisture from improper site run-off or rising damp at foundations, can cause long-term damage to interior finishes and structural systems. Any serious deficiencies on the exterior, identified in the condition assessment, should be addressed.

To the greatest extent possible, these weatherization efforts should not harm historic materials. The project budget may not allow deteriorated features to be fully repaired or replaced in-kind. Non-historic or modern materials may be used to cover historic surfaces temporarily, but these treatments should not destroy valuable evidence necessary for future preservation work. Temporary modifications should be as visually compatible as possible with the historic building.

Roofs are often the most vulnerable elements on the building exterior and yet in some ways they are the easiest element to stabilize for the long term, if done correctly. "Quick fix" solutions, such as tar patches on slate roofs, should be avoided as they will generally fail within a year or so and may accelerate damage by trapping moisture. They are difficult to undo later when more permanent repairs are undertaken. Use of a tarpaulin over a leaking roof should be thought of only as a very temporary

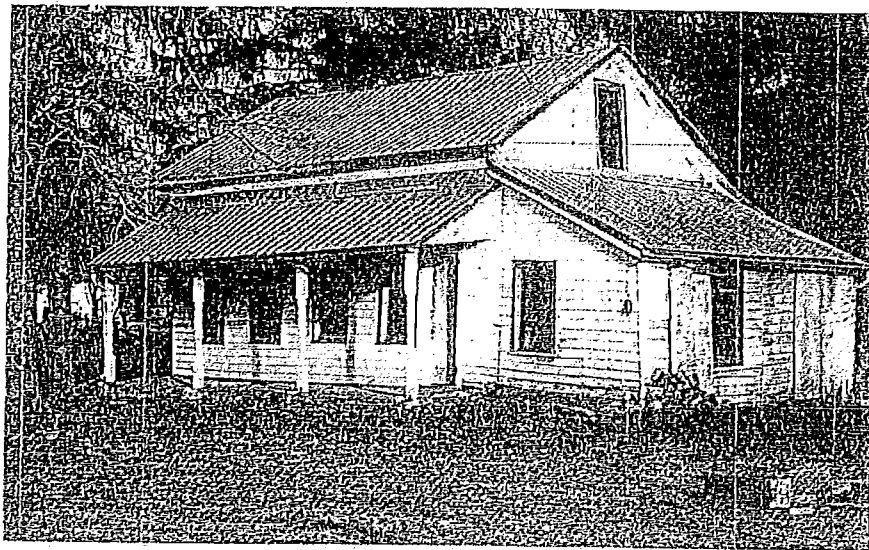


Figure 7. Non-historic materials are appropriate for mothballing projects when they are used to protect historic evidence remaining for future preservation. This lightweight aluminum channel frame and roofing covers the historic wooden shingle roof. Galvanized mesh panels secure the window openings from intrusion by raccoons and other unwanted guests. Photo: Williamsport Preservation Training Center, NPS.

emergency repair because it is often blown off by the wind in a subsequent storm.

If the existing historic roof needs moderate repairs to make it last an additional ten years, then these repairs should be undertaken as a first priority. Replacing cracked or missing shingles and tiles, securing loose flashing, and reanchoring gutters and downspouts can often be done by a local roofing contractor. If the roof is in poor condition, but the historic materials and configuration are important, a new temporary roof, such as a lightweight aluminum channel system over the existing, might be considered (see fig. 7). If the roofing is so deteriorated that it must be replaced and a lightweight aluminum system is not affordable, various inexpensive options might be considered. These include covering the existing deteriorated roof with galvanized corrugated metal roofing panels, or 90 lb. rolled roofing, or a rubberized membrane (refer back to cover photo). These alternatives should leave as much of the historic sheathing and roofing in place as evidence for later preservation treatments.

For masonry repairs, appropriate preservation approaches are essential. For example, if repointing deteriorated brick chimneys or walls is necessary to prevent serious moisture penetration while the building is mothballed, the mortar should match the historic mortar in composition, color, and tooling. The use of hard portland cement mortars or vapor-impermeable waterproof coatings are not appropriate solutions as they can cause extensive damage and are not reversible treatments (see fig. 8).

For wood siding that is deteriorated, repairs necessary to keep out moisture should be made; repainting is generally warranted. Cracks around windows and doors can be beneficial in providing ventilation to the interior and so should only be caulked if needed to keep out bugs and moisture. For very deteriorated wall surfaces on wooden frame structures, it may be necessary to sheathe in plywood panels, but care should be taken to minimize installation damage by planning the location of the nailing or screw

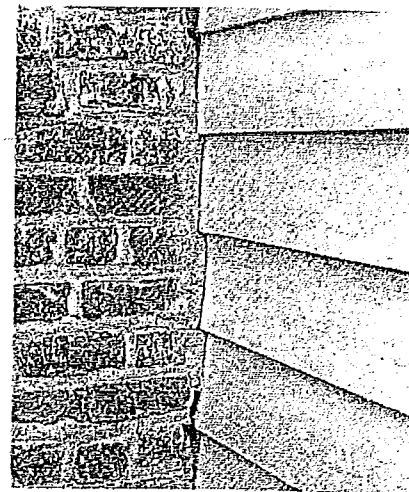


Figure 8. Appropriate mortar mixes should be used when masonry repairs are undertaken. In this case, a soft lime based mortar is used as an infill between the brick and wooden elements. When full repairs are made during the restoration phase, this soft mortar can easily be removed and missing bricks replaced.

patterns or by installing panels over a frame of battens (see fig. 9). Generally, however, it is better to repair deteriorated features than to cover them over.

Foundation damage may occur if water does not drain away from the building. Run-off from gutters and downspouts should be directed far away from the foundation wall by using long flexible extender pipes equal in length to twice the depth of the basement or crawl space. If underground drains are susceptible to clogging, it is recommended that the downspouts be disconnected from the drain boot and attached to flexible piping. If gutters and downspouts are in bad condition, replace them with inexpensive aluminum units.

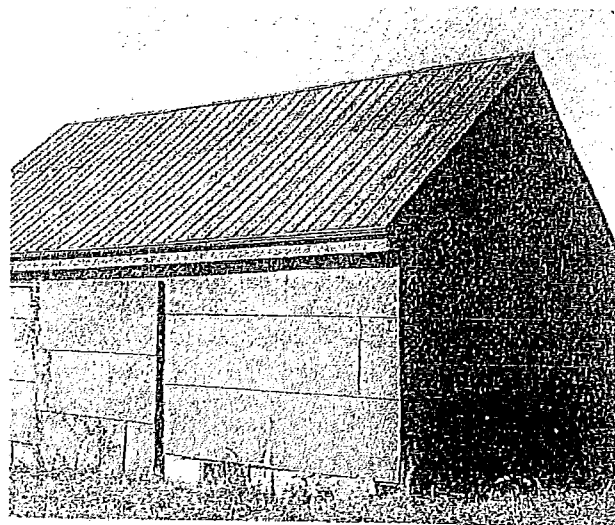


Figure 9. Severely deteriorated wooden siding on a farm building has been covered over with painted plywood panels as a temporary measure to eliminate moisture penetration to the interior. Foundation vents and loose floor boards allow air to circulate inside.



If there are no significant landscape or exposed archeological elements around the foundation, consideration should be given to regrading the site if there is a documented drainage problem (see fig. 10). If building up the grade, use a fiber mesh membrane to separate the new soil from the old and slope the new soil 6 to 8 feet (200 cm-266 cm) away from the foundation making sure not to cover up the dampcourse layer or come into contact with skirting boards. To keep vegetation under control, put down a layer of 6 mil black polyethylene sheeting or fiber mesh matting covered with a 2"-4" (5-10 cm.) of washed gravel. If the building suffers a serious rising damp problem, it may be advisable to eliminate the plastic sheeting to avoid trapping ground moisture against foundations.

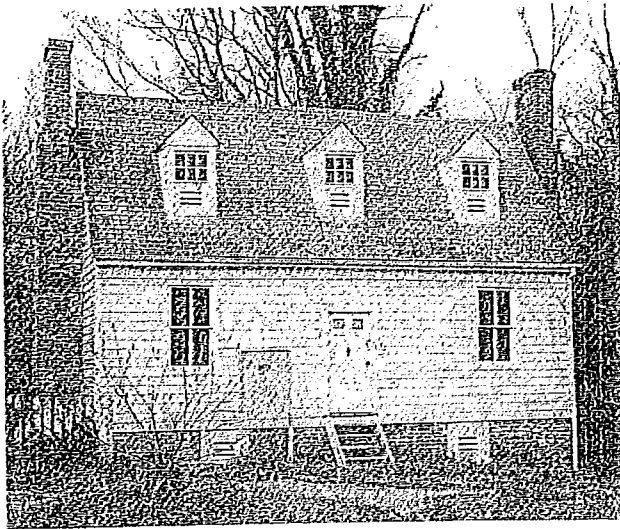


Figure 10. Regrading around the Booker Tenement at Colonial Williamsburg has protected the masonry foundation wall from excessive damp. This building has been successfully mothballed for over 10 years. Note the attic and basement vents, the temporary stairs, and the informative sign interpreting the history of this building.

## Mothballing

The actual mothballing effort involves controlling the long-term deterioration of the building while it is unoccupied as well as finding methods to protect it from sudden loss by fire or vandalism. This requires securing the building from unwanted entry, providing adequate ventilation to the interior, and shutting down or modifying existing utilities. Once the building is de-activated or secured, the long-term success will depend on periodic maintenance and surveillance monitoring.

Securing the building from vandals, break-ins, and natural disasters. Securing the building from sudden loss is a critical aspect of mothballing. Because historic buildings are irreplaceable, it is vital that vulnerable entry points are sealed. If the building is located where fire and security service is available then it is highly recommended that some form of monitoring or alarm devices be used.

To protect decorative features, such as mantels, lighting fixtures, copper downspouts, iron roof cresting, or stained glass windows from theft or vandalism, it may be advisable to temporarily remove them to a more secure location if they cannot be adequately protected within the structure.

Mothballed buildings are usually boarded up, particularly on the first floor and basement, to protect fragile glass windows from breaking and to reinforce entry points (see fig. 11). Infill materials for closing door and window openings include plywood, corrugated panels, metal grates, chain fencing, metal grills, and cinder or cement blocks (see fig. 12). The method of installation should not result in the destruction of the opening and all associated sash, doors, and frames should be protected or stored for future reuse.

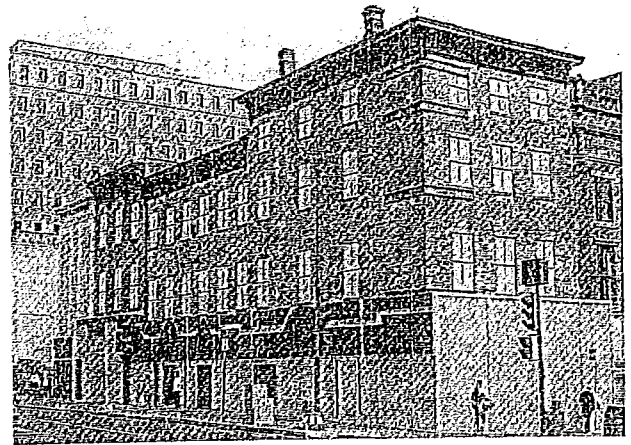


Figure 11: Urban buildings often need additional protection from unwanted entry and graffiti. This commercial building uses painted plywood panels to cover expansive glass storefronts and chain link fencing is applied on top of the panels. The upper windows on the street sides have been covered and painted to resemble 19th century sash. Photo: Thomas Jester, NPS.

Generally exterior doors are reinforced and provided with strong locks, but if weak historic doors would be damaged or disfigured by adding reinforcement or new locks, they may be removed temporarily and replaced with secure modern doors (see fig. 13). Alternatively, security gates in a new metal frame can be installed within existing door openings, much like a storm door, leaving the historic door in place. If plywood panels are installed over door openings, they should be screwed in place, as opposed to nailed, to avoid crowbar damage each time the panel is removed. This also reduces pounding vibrations from hammers and eliminates new nail holes each time the panel is replaced.

For windows, the most common security feature is the closure of the openings; this may be achieved with wooden or pre-formed panels or, as needed, with metal sheets or concrete blocks. Plywood panels, properly installed to protect wooden frames and properly ventilated, are the preferred treatment from a preservation standpoint.

There are a number of ways to set insert plywood panels into windows openings to avoid damage to frame and sash (see fig. 14). One common method is to bring the upper and lower sash of a double hung unit to the mid-point of the opening and then to install pre-cut plywood panels using long carriage bolts anchored into horizontal wooden bracing, or strong backs, on the inside face of the window. Another means is to build new wooden blocking frames set into deeply recessed openings, for example in an industrial mill or warehouse, and then to affix the plywood panel to

the blocking frame. If sash must be removed prior to installing panels, they should be labeled and stored safely within the building.

Plywood panels are usually 1/2"-3/4" (1.25-1.875 cm.) thick and made of exterior grade stock, such as CDX, or

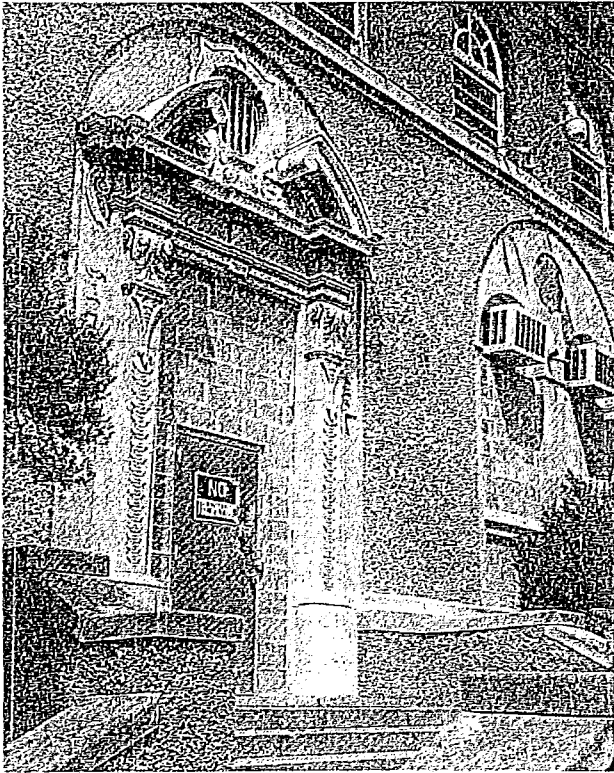


Figure 12. First floor openings have been filled with cinderblocks and doors, window sash and frames have been removed for safe keeping. Note the security light over the windows and the use of a security metal door with heavy duty locks. Photo: H. Ward Jandl, NPS.



Figure 13. If historic doors would be damaged by adding extra locks, they should be removed and stored and new security doors added. At this lighthouse, the historic door has been replaced with a new door (seen both inside and outside) with an inset vent and new deadbolt locks. The heavy historic hinges have not been damaged. Photo: Williamsport Preservation Training Center, NPS.

marine grade plywood. They should be painted to protect them from delamination and to provide a neater appearance. These panels may be painted to resemble operable windows or treated decoratively (see fig. 15). With extra attention to detail, the plywood panels can be

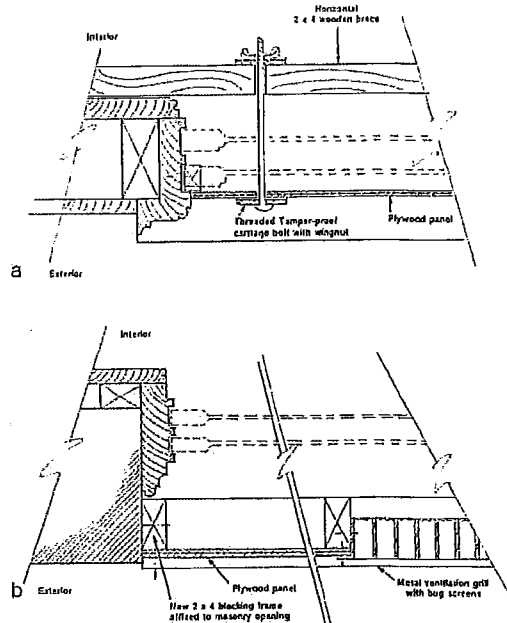


Figure 14. A: Plan detail showing plywood security panel anchored with carriage bolts through to the inside horizontal bracing, or strong backs. B: Plan detail showing section of plywood window panel attached to a new pressure treated wood frame set within the masonry opening. Ventilation should be included whenever possible or necessary.

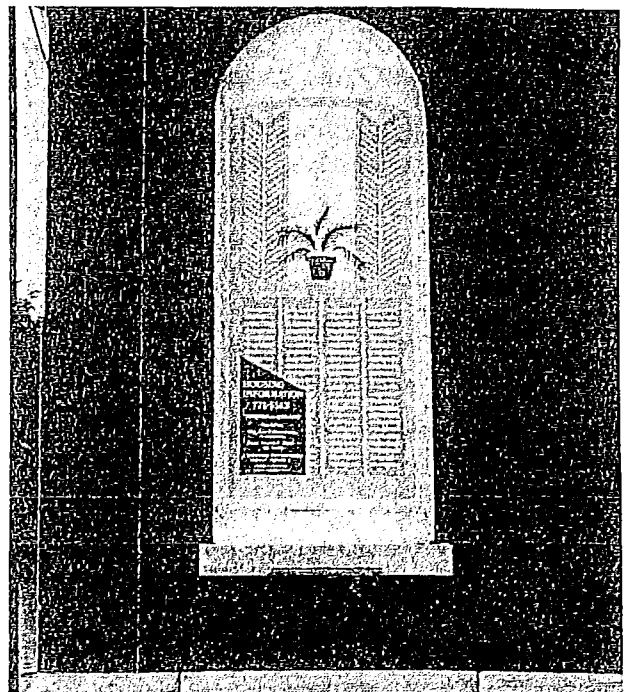


Figure 15. Painting trompe l'oeil scenes on plywood panels is a neighborhood friendly device. In addition, the small sign at the bottom left corner gives information for contacting the organization responsible for the care of the mothballed building. Photo: Lee H. Nelson, FAIA.

trimmed out with muntin strips to give a shadow line simulating multi-lite windows. This level of detail is a good indication that the building is protected and valued by the owner and the community.

If the building has shutters, simply close the shutters and secure them from the interior (see fig. 16). If the building had shutters historically, but they are missing, it may be appropriate to install new shutters, even in a modern material, and secure them in the closed position. Louvered shutters will help with interior ventilation if the sash are propped open behind the shutters.

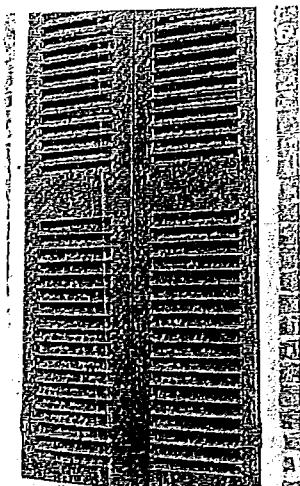


Figure 16. Historic louvered shutters make excellent security closures with passive ventilation.

There is some benefit from keeping windows unboarded if security is not a problem. The building will appear to be occupied, and the natural air leakage around the windows will assist in ventilating the interior. The presence of natural light will also help when periodic inspections are made. Rigid polycarbonate clear storm glazing panels may be placed on the window exterior to protect against glass breakage. Because the sun's ultraviolet rays can cause fading of floor finishes and wall surfaces, filtering pull shades or inexpensive curtains may be options for reducing this type of deterioration for significant interiors. Some acrylic sheeting comes with built-in ultraviolet filters.

Securing the building from catastrophic destruction from fire, lightning, or arson will require additional security devices. Lightning rods properly grounded should be a first consideration if the building is in an area susceptible to lightning storms. A high security fence should also be installed if the property cannot be monitored closely. These interventions do not require a power source for operation. Since many buildings will not maintain electrical power, there are some devices available using battery packs, such as intrusion alarms, security lighting, and smoke detectors which through audible horn alarms can alert nearby neighbors. These battery packs must be replaced every 3 months to 2 years, depending on type and usage. In combination with a cellular phone, they can also provide some level of direct communication with police and fire departments.

If at all possible, new temporary electric service should be provided to the building (see fig. 17). Generally a telephone

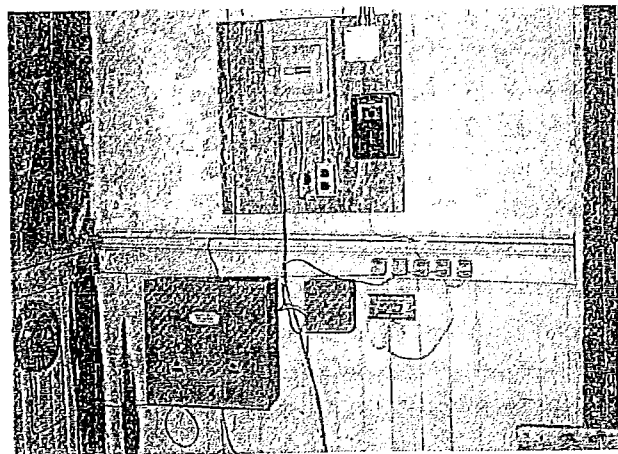


Figure 17. Security systems are very important for mothballed buildings if they are located where fire and security services are available. A temporary electric service with battery back-up has been installed in this building. Intrusion alarms and ionization smoke/fire detectors are wired directly to the nearby security service.

line is needed as well. A hard wired security system for intrusion and a combination rate-of-rise and smoke detector can send an immediate signal for help directly to the fire department and security service. Depending on whether or not heat will be maintained in the building, the security system should be designed accordingly. Some systems cannot work below 32°F (0°C). Exterior lighting set on a timer, photo electric sensor, or a motion/infrared detection device provides additional security.

Providing adequate ventilation to the interior. Once the exterior has been made weathertight and secure, it is essential to provide adequate air exchange throughout the building. Without adequate air exchange, humidity may rise to unsafe levels, and mold, rot, and insect infestation are likely to thrive (see fig. 18). The needs of each historic resource must be individually evaluated because there are so many variables that affect the performance of each interior space once the building has been secured. A

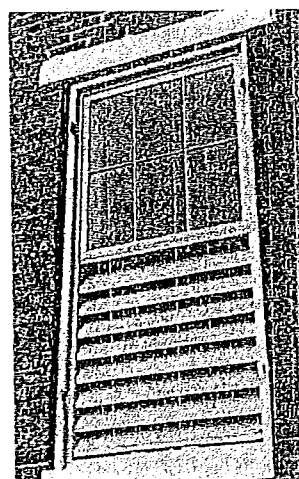
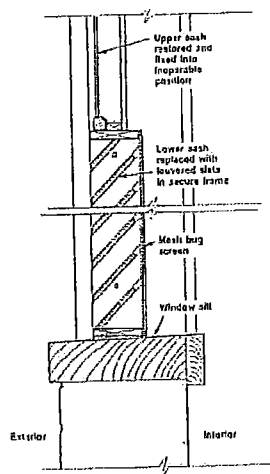


Figure 18. Heavy duty wooden slated louvers were custom fabricated to replace the deteriorated lower sash. The upper sash were rebuilt to retain the historic appearance and to allow light into this vacant historic building. Refer back to Fig. 1 for a view of the building. Photo: Charles E. Fisher, NPS. Drawing by Thomas Vitanza.

mechanical engineer or a specialist in interior climates should be consulted, particularly for buildings with intact and significant interiors. In some circumstances, providing heat during the winter, even at a minimal 45° F (7°C), and utilizing forced-fan ventilation in summer will be recommended and will require retaining electrical service. For masonry buildings it is often helpful to keep the interior temperature above the spring dew point to avoid damaging condensation. In most buildings it is the need for summer ventilation that outweighs the winter requirements.

Many old buildings are inherently leaky due to loose-fitting windows and floorboards and the lack of insulation. The level of air exchange needed for each building, however, will vary according to geographic location, the building's construction, and its general size and configuration.

There are four critical climate zones when looking at the type and amount of interior ventilation needed for a closed up building: hot and dry (southwestern states); cold and damp (Pacific northwest and northeastern states); temperate and humid (Mid-Atlantic states, coastal areas); and hot and humid (southern states and the tropics). (See fig. 19 for a chart outlining guidance on ventilation.)

Once closed up, a building interior will still be affected by the temperature and humidity of the exterior. Without proper ventilation, moisture from condensation may occur and cause damage by wetting plaster, peeling paint,

staining woodwork, warping floors, and in some cases even causing freeze thaw damage to plaster. If moist conditions persist in a property, structural damage can result from rot or returning insects attracted to moist conditions. Poorly mothballed masonry buildings, particularly in damp and humid zones have been so damaged on the interior with just one year of unventilated closure that none of the interior finishes were salvageable when the buildings were rehabilitated.

The absolute minimum air exchange for most mothballed buildings consists of one to four air exchanges every hour; one or two air exchanges per hour in winter and often twice that amount in summer. Even this minimal exchange may foster mold and mildew in damp climates, and so monitoring the property during the stabilization period and after the building has been secured will provide useful information on the effectiveness of the ventilation solution.

There is no exact science for how much ventilation should be provided for each building. There are, however, some general rules of thumb. Buildings, such as adobe structures, located in hot and arid climates may need no additional ventilation if they have been well weatherized and no moisture is penetrating the interior. Also frame buildings with natural cracks and fissures for air infiltration may have a natural air exchange rate of 3 or 4 per hour, and so in arid as well as temperate climates may need no additional ventilation once secured. The most difficult

VENTILATION GUIDANCE CHART							
CLIMATE	AIR EXCHANGES		VENTILATION				
Temperature and Humidity	Winter air exchange per hour	Summer air exchange per hour	Frame Buildings passive louvering		Masonry Buildings passive louvering		Masonry Buildings fan combination
			% of openings louvered		% of openings louvered		one fan + % louvered
			winter	summer	winter	summer	summer
hot and dry Southwestern areas	less than 1	less than 1	N/A	N/A	N/A	N/A	N/A
cold and damp Northeastern & Pacific northwestern areas	1	2-3	5%	10%	10%	30%	20%
temperate/humid Mid-Atlantic & coastal areas	2	3-4	10%	20%	20%	40%	30%
hot and humid Southern states & tropical areas	3	4 or more	20%	30%	40% or more	80%	40% or more

Figure 19. This is a general guide for the amount of louvering which might be expected for a medium size residential structure with an average amount of windows, attic, and crawl space ventilation. There is currently research being done on effective air exchanges, but each project should be evaluated individually. It will be noticed from the chart that summer louvering requirements can be reduced with the use of an exhaust fan. Masonry buildings need more ventilation than frame buildings. Chart prepared by Sharon C. Park, AIA and Ernest A. Conrad, PE.



buildings to adequately ventilate without resorting to extensive louvering and/or mechanical exhaust fan systems are masonry buildings in humid climates. Even with basement and attic vent grills, a masonry building may not have more than one air exchange an hour. This is generally unacceptable for summer conditions. For these buildings, almost every window opening will need to be fitted out with some type of passive, louvered ventilation.

Depending on the size, plan configuration, and ceiling heights of a building, it is often necessary to have louvered opening equivalent to 5%-10% of the square footage of each floor. For example, in a humid climate, a typical 20'x30' (6.1m x 9.1m) brick residence with 600 sq. ft. (55.5 sq.m) of floor space and a typical number of windows, may need 30-60 sq. ft. (2.75sq.m-5.5 sq. m) of louvered openings per floor. With each window measuring 3'x5' (.9m x 1.5 m) or 15 sq. ft. (1.3 sq.m), the equivalent of 2 to 4 windows per floor may need full window louvers.

Small pre-formed louvers set into a plywood panel or small slit-type registers at the base of inset panels generally cannot provide enough ventilation in most moist climates to offset condensation, but this approach is certainly better than no louvers at all. Louvers should be located to give cross ventilation, interior doors should be fixed ajar at least 4" (10cm) to allow air to circulate, and hatches to the attic should be left open.

Monitoring devices which can record internal temperature and humidity levels can be invaluable in determining if the internal climate is remaining stable. These units can be powered by portable battery packs or can be wired into electric service with data downloaded into laptop computers periodically (see fig. 20). This can also give long-term information throughout the mothballing years. If it is determined that there are inadequate air exchanges to keep interior moisture levels under control, additional passive ventilation can be increased, or, if there is electric service, mechanical exhaust fans can be installed. One fan in a small to medium sized building can reduce the amount of louvering substantially.

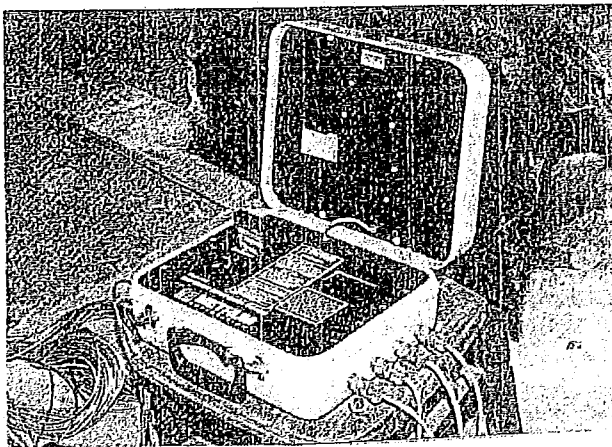


Figure 20. Portable monitors used to record temperature and humidity conditions in historic buildings during mothballing can help identify ventilation needs. This data can be downloaded directly into a lap top computer on site. These monitors are especially helpful over the long term for buildings with significant historic interiors or which are remaining furnished. If interiors are remaining damp or humid, additional ventilation should be added or the source of moisture controlled.

If electric fans are used, study the environmental conditions of each property and determine if the fans should be controlled by thermostats or automatic timers.

Humidistats, designed for enclosed climate control systems, generally are difficult to adapt for open mothballing conditions. How the system will draw in or exhaust air is also important. It may be determined that it is best to bring dry air in from the attic or upper levels and force it out through lower basement windows (see fig. 21). If the basement is damp, it may be best to zone it from the rest of the building and exhaust its air separately. Additionally, less humid day air is preferred over damper night air, and this can be controlled with a timer switch mounted to the fan.

The type of ventilation should not undermine the security of the building. The most secure installations use custom-made grills well anchored to the window frame, often set in plywood security panels. Some vents are formed using heavy millwork louvers set into existing window openings (refer back to fig.18). For buildings where security is not a primary issue, where the interior is modest, and where there has been no heat for a long time, it may be possible to use lightweight galvanized metal grills in the window openings (refer back to fig.7). A cost effective grill can be made from the expanded metal mesh lath used by plasterers and installed so that the mesh fins shed rainwater to the exterior.

**Securing mechanical systems and utilities.** At the outset, it is important to determine which utilities and services, such as electrical or telephone lines, are kept and which are cut off. As long as these services will not constitute a fire

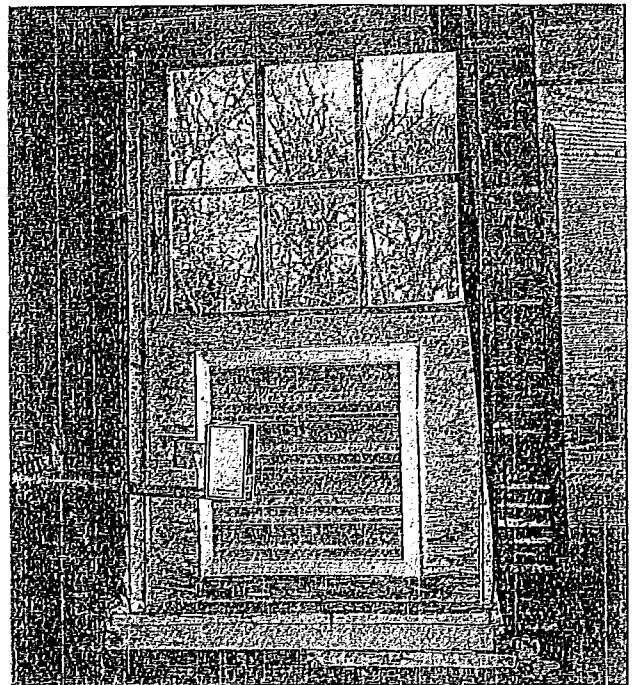


Figure 21. This electric thermostat/humidistat mounted in the attic vent controls a modified ducted air/fan system. The unit uses temporary exposed sheet metal ducts to pull air through the building and exhaust it out of the basement. For over ten years this fan system in combination with 18" x 18" preformed louvers in selective windows has kept the interior dry and with good air exchanges.

hazard, it is advisable to retain those which will help protect the property. Since the electrical needs will be limited in a vacant building, it is best to install a new temporary electric line and panel (100 amp) so that all the wiring is new and exposed. This will be much safer for the building, and allows easy access for reading the meter (see fig. 22).

Most heating systems are shut down in long term mothballing. For furnaces fueled by oil, there are two choices for dealing with the tank. Either it must be filled to the top with oil to eliminate condensation or it should be drained. If it remains empty for more than a year, it will likely rust and not be reusable. Most tanks are drained if a newer type of system is envisioned when the building is put back into service. Gas systems with open flames should be turned off unless there is regular maintenance and frequent surveillance of the property. Gas lines are shut off by the utility company.

If a hot water radiator system is retained for low levels of heat, it generally must be modified to be a self-contained system and the water supply is capped at the meter. This

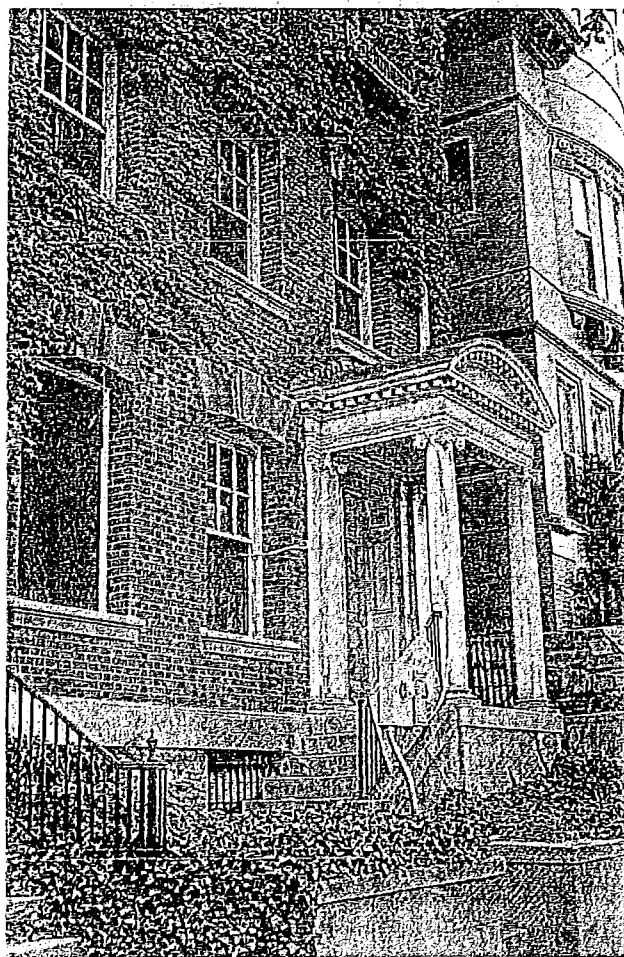


Figure 22. All systems except temporary electric have been shut off at this residence which has been mothballed over 20 years. An electric meter and 100 amp panel box have been set on a plywood panel at the front of the building. It is used for interior lighting and various alarm systems. The building, however, is showing signs of moisture problems with efflorescent stains on the masonry indicating the need for gutter maintenance and additional ventilation for the interior. The vegetation on the walls, although picturesque, traps moisture and is damaging to the masonry. Photo: H. Ward Jandl, NPS.

recirculating system protects the property from extensive damage from burst pipes. Water is replaced with a water/glycol mix and the reserve tank must also be filled with this mixture. This keeps the modified system from freezing, if there is a power failure. If water service is cut off, pipes should be drained. Sewerage systems will require special care as sewer gas is explosive. Either the traps must be filled with glycol or the sewer line should be capped off at the building line.

Developing a maintenance and monitoring plan. While every effort may have been made to stabilize the property and to slow the deterioration of materials, natural disasters, storms, undetected leaks, and unwanted intrusion can still occur. A regular schedule for surveillance, maintenance, and monitoring should be established: (See fig. 23 for maintenance chart).

MAINTENANCE CHART	
periodic	
<input type="checkbox"/>	regular drive by surveillance
<input type="checkbox"/>	check attic during storms if possible
monthly walk arounds	
<input type="checkbox"/>	check entrances
<input type="checkbox"/>	check window panes for breakage
<input type="checkbox"/>	mowing as required
<input type="checkbox"/>	check for graffiti or vandalism
enter every 3 months to air out	
<input type="checkbox"/>	check for musty air
<input type="checkbox"/>	check for moisture damage
<input type="checkbox"/>	check battery packs and monitoring equipment
<input type="checkbox"/>	check light bulbs
<input type="checkbox"/>	check for evidence of pest intrusion
every 6 months; spring and fall	
<input type="checkbox"/>	site clean-up; pruning and trimming
<input type="checkbox"/>	gutter and downspout check
<input type="checkbox"/>	check crawlspace for pests
<input type="checkbox"/>	clean out storm drains
every 12 months	
<input type="checkbox"/>	maintenance contract inspections for equipment/utilities
<input type="checkbox"/>	check roof for loose or missing shingles
<input type="checkbox"/>	termite and pest inspection/treatment
<input type="checkbox"/>	exterior materials spot repair and touch up painting
<input type="checkbox"/>	remove bird droppings or other stains from exterior
<input type="checkbox"/>	check and update building file

Figure 23. Maintenance Chart. Many of the tasks on the maintenance chart can be done by volunteer help or service contracts. Regular visits to the site will help detect intrusion, storm damage, or poor water drainage.

The fire and police departments should be notified that the property will be vacant. A walk-through visit to familiarize these officials with the building's location, construction materials, and overall plan may be invaluable if they are called on in the future.

The optimum schedule for surveillance visits to the property will depend on the location of the property and the number of people who can assist with these activities. The more frequent the visits to check the property, the sooner that water leaks or break-ins will be noticed. Also, the more frequently the building is entered, the better the air exchange. By keeping the site clear and the building in good repair, the community will know that the building has not been abandoned (see fig. 24). The involvement of neighbors and community groups in caring for the property can ensure its protection from a variety of catastrophic circumstances.

The owner may utilize volunteers and service companies to undertake the work outlined in the maintenance chart.

Service companies on a maintenance contract can provide yard, maintenance, and inspection services, and their reports or itemized bills reflecting work undertaken should be added to update the building file.

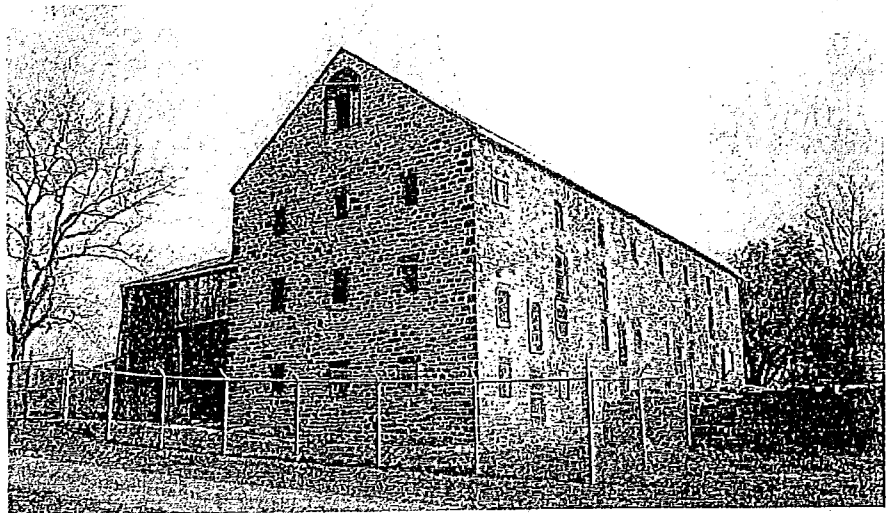


Figure 24. Once mothballed, a property must still be monitored and maintained. The openings in this historic barn has been modified with a combination of wood louvers and metal mesh panels which require little maintenance. The grounds are regularly mowed, even inside the chain link security fence. Photo: Williamsport Preservation Training Center, NPS.

## Components of a Mothballing Project

**Document:** Brearley House, New Jersey; 2½ story center hall plan house contains a high degree of integrity of circa 1761 materials and significant early 19th century additions. Deterioration was attributable to leaking roof, unstable masonry at gables and chimneys, deteriorating attic windows, poor site drainage, and partially detached gutters. Mothballing efforts are required for approximately 7-10 years.

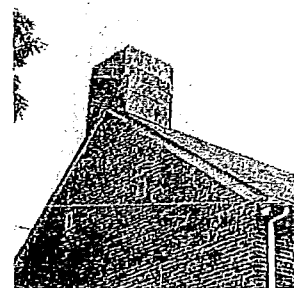
**Stabilize:** Remove bat droppings from attic using great caution. Secure historic chimneys and gable ends with plywood panels. Do not take historic chimneys down. Reroof with asphalt shingles and reattach or add new gutters and downspouts. Add extenders to downspouts. Add bug screens to any ventilation areas. Add soil around foundation and slope to gain positive drain; do not excavate as this will disturb archeological evidence.

**Mothball:** Install security fence around the property. Secure doors and windows with plywood panels (½" exterior grade). Install preformed metal grills in basement and attic openings. Add surface mounted wiring for ionization smoke and fire detection with direct wire to police and fire departments. Shut off heat and drain pipes. Add window exhaust fan set on a thermostatic control. Provide for periodic monitoring and maintenance of the property.

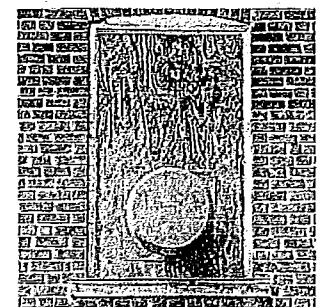
Figure 25. Above is a summary of the tasks that were necessary in order to protect this significant property while restoration funds are raised. Photographs: Michael Mills; Ford Farewell Mills Gatsch Architects.



a. A view showing the exterior of the house in its mothballed condition.



b. Plywood panels stabilize the chimneys. Note the gable vents.



c. The exhaust fan has tamper-proof housing.

## MOTHBALLING CHECKLIST

Mothballing Checklist In reviewing mothballing plans, the following checklist may help to ensure that work items are not inadvertently omitted.	Yes	No	Date of action or comment.
<b>Moisture</b> <ul style="list-style-type: none"> <li>• Is the roof watertight?</li> <li>• Do the gutters retain their proper pitch and are they clean?</li> <li>• Are downspout joints intact?</li> <li>• Are drains unobstructed?</li> <li>• Are windows and doors and their frames in good condition?</li> <li>• Are masonry walls in good condition to seal out moisture?</li> <li>• Is wood siding in good condition?</li> <li>• Is site properly graded for water run-off?</li> <li>• Is vegetation cleared from around the building foundation to avoid trapping moisture?</li> </ul>			
<b>Pests</b> <ul style="list-style-type: none"> <li>• Have nests/pests been removed from the building's interior and eaves?</li> <li>• Are adequate screens in place to guard against pests?</li> <li>• Has the building been inspected and treated for termites, carpenter ants, and rodents?</li> <li>• If toxic droppings from bats and pigeons are present, has a special company been brought in for its disposal?</li> </ul>			
<b>Housekeeping</b> <ul style="list-style-type: none"> <li>• Have the following been removed from the interior: trash, hazardous materials such as inflammable liquids, poisons, and paints and canned goods that could freeze and burst?</li> <li>• Is the interior broom-clean?</li> <li>• Have furnishings been removed to a safe location?</li> <li>• If furnishings are remaining in the building, are they properly protected from dust, pests, ultraviolet light, and other potentially harmful problems?</li> <li>• Have significant architectural elements that have become detached from the building been labeled and stored in a safe place?</li> <li>• Is there a building file?</li> </ul>			
<b>Security</b> <ul style="list-style-type: none"> <li>• Have fire and police departments been notified that the building will be mothballed?</li> <li>• Are smoke and fire detectors in working order?</li> <li>• Are the exterior doors and windows securely fastened?</li> <li>• Are plans in place to monitor the building on a regular basis?</li> <li>• Are the keys to the building in a secure but accessible location?</li> <li>• Are the grounds being kept from becoming overgrown?</li> </ul>			
<b>Utilities</b> <ul style="list-style-type: none"> <li>• Have utility companies disconnected/shut off or fully inspected water, gas, and electric lines?</li> <li>• If the building will not remain heated, have water pipes been drained and glycol added?</li> <li>• If the electricity is to be left on, is the wiring in safe condition?</li> </ul>			
<b>Ventilation</b> <ul style="list-style-type: none"> <li>• Have steps been taken to ensure proper ventilation of the building?</li> <li>• Have interior doors been left open for ventilation purposes?</li> <li>• Has the secured building been checked within the last 3 months for interior dampness or excessive humidity?</li> </ul>			

Figure 26.. MOTHBALL CHECKLIST. This checklist will give the building owner or manager a handy reference guide to items that should be addressed when mothballing a historic building. Prepared by H. Ward Jandt, NPS.

## Conclusion

Providing temporary protection and stabilization for vacant historic buildings can arrest deterioration and buy the owner valuable time to raise money for preservation or to find a compatible use for the property. A well planned mothballing project involves documenting the history and condition of the building, stabilizing the structure to slow down its deterioration, and finally mothballing the structure to secure it (See fig. 25). The three highest priorities for the building while it is mothballed are 1) to protect the building from sudden loss, 2) to weatherize and maintain the property to stop moisture penetration, and 3) to control the humidity levels inside once the building has been secured. See Mothballing Checklist Figure 26.

While issues regarding mothballing may seem simple, the variables and intricacies of possible solutions make the decision-making process very important. Each building must be individually evaluated prior to mothballing. In addition, a variety of professional services as well as volunteer assistance are needed for careful planning and repair, sensitively designed protection measures, follow-up security surveillance, and cyclical maintenance (see fig. 27).

In planning for the future of the building, complete and systematic records must be kept and generous funds allocated for mothballing. This will ensure that the historic property will be in stable condition for its eventual preservation, rehabilitation, or restoration.

## Acknowledgements

This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended, which directs the Secretary of the Interior to develop and make available information concerning historic properties. Comments on the usefulness of this publication may be directed to H. Ward Jandl, Deputy Chief, Preservation Assistance Division, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127. This publication is not copyrighted and can be reproduced without penalty. Normal procedures for credit to the author and the National Park Service are appreciated.

The author, Sharon C. Park, Senior Historical Architect, Preservation Assistance Division, National Park Service, would like to acknowledge the assistance of the following individuals in the preparation and review of this publication. H. Ward Jandl served as the technical editor and assisted with producing this Preservation Brief. In addition the following persons have provided invaluable information and illustrations: Ernest A. Conrad, PE; Doug Hicks, NPS Williamsport Preservation Training Center; Thomas C. Taylor, Colonial Williamsburg; Karen Gordon, Seattle Urban Conservation Office; Kevin B. Stoops, Seattle Department of Parks and Recreation; Michael Mills, ALA; Christine Henry, architect; Mary Beth Hirsch, Ohio Historical Society. Thanks also to Preservation Assistance Division staff members Michael J. Auer, Anne E. Grimmer, Kay D. Weeks, Timothy A. Buehner, and Jean Travers, and to the numerous staff members of the NPS Regional offices who submitted comments.

All photographs and drawings are by the author unless otherwise noted.

*Cover photograph: Mothballing of this historic house involved a new membrane roof covering over the historic roof and slatted window covers for security and ventilation. Photo: Williamsport Preservation Training Center, NPS.*

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September 1993

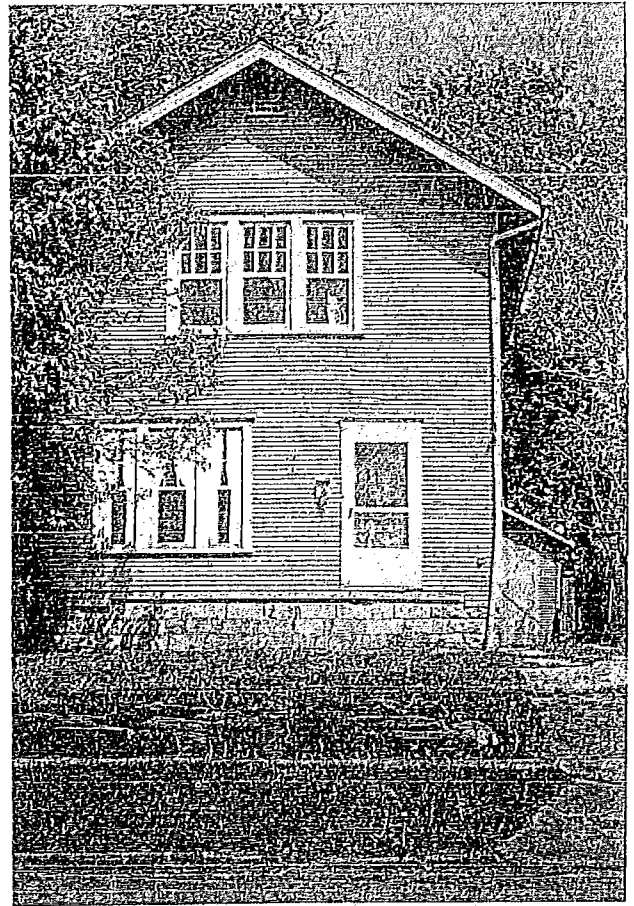


Figure 27. This residential building blends into its neighborhood even though all the windows have been covered over and the front steps are missing. The grounds are maintained and the special attention to decoratively painting the window panels shows that the property is being well cared for until it can be rehabilitated. Photo: Ohio Historical Society.

## Further Reading

Cotton, J. Randall. "Mothballing Buildings." *The Old House Journal*. July/August, 1993.

Fisher, Charles E. and Thomas A. Vitanza. "Temporary Window Vents in Unoccupied Historic Buildings." *Preservation Tech Note* (Windows, No. 10). Washington, DC: National Park Service, 1985.

Frazier Associates. "Mothballing Historic Buildings." *Preserving Prince William*, 2. County of Prince William, VA, 1990.

Michell, Eleanor. *Emergency Repairs for Historic Buildings*. London: Butterworth Architecture, 1988.

"Mothballing Vacant Buildings," *An Anti-Arson Kit for Preservation and Neighborhood Action*. Washington, DC: Federal Emergency Management Agency, 1982.

Nelson, Lee H. *Preservation Briefs 17. Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character*. Washington, DC: Government Printing Office, 1988.

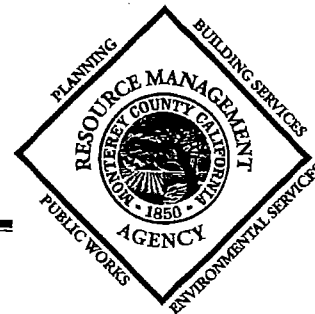
Solon, Thomas E. "Security Panels for the Foster-Armstrong House." *Association for Preservation Technology Bulletin*, Vol XVI no. 3 & 4, 1984. (note the design of the panels, but be aware that additional louvering may be needed on other projects).

# MONTEREY COUNTY

## RESOURCE MANAGEMENT AGENCY

Carl P. Holm, AICP, Acting Director  
John Guertin, Acting Deputy Director

Daniel Dobrilovic, Acting Building Official  
Michael Novo, AICP, Director of Planning  
Robert K. Murdoch, P.E., Director of Public Works



168 W. Alisal Street, 2<sup>nd</sup> Floor  
Salinas, CA 93901  
<http://www.co.monterey.ca.us/rma>

August 7, 2015

Massy Mehdi pour  
Jotter, Inc.  
111 Independence Drive  
Menlo Park, CA 94025

RE: "Mothball" Protective Plan  
Construction Permit No. 15CP011861 – 1170 Signal Hill Road

Dear Ms. Mehdi pour:

As we discussed last Friday, today the Historical Resources Review Board (Board) reviewed the updated plans submitted by Taluban Engineering on August 4, 2015. The Board clarified that a "Mothball" Plan (Plan) shall be conceived to protect and preserve the integrity of the house in the long term to the maximum extent possible and not just as a short term measure. The Board required that the current condition of the architectural and structural elements of the house must be documented in a report to properly identify problems that need to be addressed in the Plan. Specifically, 1) each problem must be identified in the Plan, 2) a measure proposed for addressing that problem, and 3) how that measure meets the Secretary of the Interior's Standards for Preservation. The Plan must include appropriate drawings and narrative describing areas that need to be addressed. Guidance to meet these Standards can be found in the National Parks Service Preservation Brief #31, "Mothballing Historic Buildings".

The Board requested that the following be amended in the Plan in addition to other measures that may be needed to fully protect the house according to the report:

1. Updated recent mold and termite reports must be completed to identify the extent of any damage since the last report(s) were completed and recommend corrective actions which must be incorporated in the Plan;
2. The Plan needs to identify areas where water may be leaking and actions needed to make sure that the structure is water tight (i.e. missing flashing, holes in the roof, etc.);
3. Ventilation measures must include mechanical means this will require that power be extended to the mechanical ventilation system;
4. Wire mesh must be provided in proposed openings that provide ventilation to protect against rodents and/or birds;
5. Measures need to be included to protect the exterior deck including the floor and railings;

6. Tarp is not an adequate means to protect the house as has been proposed and an alternative means of protection must be identified and included.
7. The Plan must include provisions and a calendar to conduct monthly inspections including County staff;
8. The Plan shall include the installation of smoke a security alarm system and motion detectors to prevent further vandalism of the structure.

Please let me know if you would have any questions.  
Thank you.

Luis Osorio  
Senior Planner



cc. Belinda Taluban, Taluban Engineering  
Josh Bowling, RMA-Building



- A. Stucco Repair: All exterior wall penetrations include but are not limited to light or electrical boxes, damaged stucco or exterior finishes. These areas will be repaired, patched, and sealed from moisture penetration.
- B. Soft Materials: All debris, mildew or mold laden materials (including wall and ceiling sheetrock), carpet/pad, window curtains, etc. shall be removed from the structure to provide a "broom clean" interior and remove all debris from exterior of home. Where sheet rock is removed, strapping shall be installed to provide structural stability on all bearing walls. The carpet/padding may remain under the cribbing. Carpet may remain in the Living Room area over the asbestos flooring. If this carpet remains a dehumidifier(s) shall be placed in the same area to remove moisture; dehumidifiers must be checked periodically and can be removed upon a determination by the Building Official that the interior of the structure is dry. (Note that a battery powered dehumidifier is acceptable). All hazardous materials shall be disposed in a manner appropriate with applicable regulations.
- C. Security: As recommended in Brief #31 plywood panels shall be installed over window and doors, and doors with access to the interior have been secured. A locked, high chain link security fence has been installed around the perimeter of the house. Repair, secure and maintain the temporary fencing and netting and maintain the property in a clean manner.
- D. For additional security the property owner proposes a wireless "Nanny Cam" system that will provide visual observation from off-site.
- E. Exterior Walls, Doors & Windows: Any damaged windows and doors or missing wall open space areas shall be sheathed with a minimum of ½ inch OSB to prevent any intrusion of moisture and pests. Pressure treated sills or blocking is required where the framing is setting on bare ground. The interlocking cribbing timbers shall be furred to allow the attachment of OSB sheathing. 15# felt paper shall cover all sheathing, fastened with button caps and wood strips nailed over the seams of the felt paper All Sheathing shall be water proofed as with approved methods to withstand wind load of 100 mph. The area between walls and deck shall be water tight.
- F. Roof Repair: A licensed roofing company shall inspect the roofing system and make all repairs to insure a water proof roof system. Areas of concerns are around the chimney where the roof has been torn back, areas where gravel has blown thin and missing flashing and drip edge. Install missing and damaged gutters and downspouts. Insure the roof water is directed away from the foundation in a manner not to cause environmental issues.
- G. Controlling Pests: All exterior vents (roof, soffit, and wall) shall be repaired with an approved wire mesh. The installation of sheathing shall be installed in a manner to prevent the intrusion of animals, birds or insects.
- H. Ventilation: Install cross ventilation on both levels of the home. Size and location as approved by the Building Official
- I. Property Inspections: Weekly drive by of property, inspect property at least once a month, provide a regular day for inspection (i.e. first Monday of every month), check entrances, check window panes for breakage, check for graffiti, check for vandalism, check interior of residence at least once a month, check for moisture damage at least once a month, check for evidence of pest intrusion at least once a month, check downspouts at least monthly, check crawl spaces for pests at least monthly, clean out storm drains at least monthly.
- J. Provide a written report by the 7<sup>th</sup> day of each month to Code Compliance detailing the condition of the weatherization of the property and any change in the condition of the property.

Responsible Party agrees to complete all work as described in items A through H by Monday December 5, 2015. Extensions may be granted for cause as determined by the Building Official.