Los Angeles County
Department of Regional Planning

Planning for the Challenges Ahead

Richard J. Bruckner
Director

July 6, 2017

TO: Historical Landmarks and Records Commission
Stephen J. Sass, Chair
Yolanda Duarte–White, Commissioner
Elysha D. Paluszek, Commissioner
Elaine Burdick, Commissioner
Ivy Sun, Commissioner

FROM: Dean Edwards
Department of Regional Planning

JULY 28, 2017 HLRC MEETING

OVERVIEW

At your July 28, 2017 public meeting, Staff will present a summary of the following items that are addressed by this memo:

- Revised Proposed HLRC Nomination Process
- HPO and Mills Act Program Notification Letter Template
- Historic Resources Inventory Update
- Proposed Plaque Program
- Certified Local Government Program Application
- Historic Preservation Ordinance and Mills Act Program Update

REVISED PROPOSED HLRC NOMINATION PROCESS

Background

At your May 5, 2017 meeting, Staff proposed a process for the HLRC to nominate properties pursuant to Section 22.52.3070.A of the Los Angeles County Code ("County Code"). Your commission expressed concern that the step of conferring with DRP management to verify resources would limit the commission's authority granted by the Historic Preservation Ordinance ("HPO") and instructed Staff to revise the process so that it did not constrain the HLRC's authority.

Analysis

Since the circumstances and urgency of potential nominations may differ, a single process is not suitable.

Recommendation

In lieu of a process, Staff recommends that the HLRC consider the following when nominating properties as landmarks or historic districts:

- The HLRC should reserve its nominations for special circumstances since there is no fee to cover Staff's time and the expense for the consulting architectural historian. Special circumstances would likely meet all three of the following criteria. The property is:
    - Exceptional;
    - Threatened by demolition or alteration of its character defining features; and
    - Unlikely to be nominated by another party.
- The HLRC should indicate its interest to Staff to nominate a particular property so that Staff may confirm eligibility and prepare a draft resolution for the HLRC to consider adopting. Indicating interest may occur during an HLRC meeting or a Commissioner may express interest to nominate a property to Staff through Commission Services.
- HLRC nomination requires a public hearing with a 30 day notice that includes: notification of the property owner, interested persons, property posting and local newspaper notice.
- Once nominated, the normal designation process identified in Sections 22.52.3080 and 22.52.3090 of the County Code is applicable.

HPO AND MILLS ACT PROGRAM NOTIFICATION LETTER TEMPLATE

Background

At your May 5, 2017 meeting, your commission directed Staff to prepare a template for a letter to notify owners and/or nominators of property recently listed on the national or state registers about eligibility and benefits of County designation and participation in the Mills Act Program. The requested template is attached. Upon HLRC approval of the template, Staff will begin sending the notification letters.

Recommendation

Staff recommends that the HLRC approve the template for the eligibility letter.

HISTORIC RESOURCES LAYER UPDATE

Background

At your January 27, 2017 meeting, your commission requested that Staff propose a tracking mechanism for state and nationally listed properties.

Status

The tracking mechanism, referred to as the Historic Resources Layer, has been updated. In addition to state and nationally listed properties, it includes County designated properties, some properties eligible for listing and attribute data including name, description, location, designation date and details. The layer is located in the Department of Region Planning's ("DRP") internal and external GIS web applications. A spreadsheet of the information in the layer is attached.

Staff will monitor the HLRC agendas and minutes for new listings and have the layer updated accordingly.

PROPOSED PLAQUE PROGRAM

Background

At your May 5, 2017 meeting, your Commission directed Staff to propose a plaque program for County landmarks. The proposed Plaque Program Guide is attached for your consideration.

On June 15, 2017, Mark Ladd of the LA Philharmonic confirmed that a plaque for the Hollywood Bowl had not been ordered and at Staff's request, he agreed to postpone ordering the plaque until after your commission considers the proposed plaque program. Upon approval of the plaque program, Staff will work with Department of Parks and Recreation and the LA Philharmonic on ordering and placing a plaque for the Hollywood Bowl that conforms to the Plaque Program Guide and the Hollywood Bowl Design Guidelines.

Upon HLRC approval of the Plaque Program, Staff will send the Plaque Program Guide to property owners of newly designated County landmarks.

Analysis

The County's current landmark numbering system used for the Registry of Landmarks and Historic Districts ("Registry") is based on the year that the property was designated. This system does not reflect the running total of landmarks that is typically used by other jurisdictions for plaques. Hollywood Bowl is the County's first landmark, albeit with the unique distinction of being a cultural landmark; the Doumakes House is the second County landmark although it's the first HPO landmark; and the McLeod House will be the third County landmark upon designation. A landmark numbering system used on the plaques should reflect the designation sequence.

Recommendation

Staff recommends that the HLRC:

- Revise the Registry numbering system to reflect the running total of landmarks; and
- Approve the proposed plaque program for landmarks.

CERTIFIED LOCAL GOVERNMENT PROGRAM APPLICATION

Background

At your May 5, 2017 meeting, ex-Commissioner Skelton recommended that the County consider applying to enroll in the National Historic Preservation Act's Certified

Government Program ("CLG"). The program is a partnership among local governments, the State's Office of Historic Preservation ("OHP") and the National Park Service to encourage direct participation of local governments in the identification, evaluation, registration, and preservation of historic properties within their jurisdictions and promote the integration of local preservation interests and concerns into local planning and decision-making processes.

The Historic Preservation Ordinance ("HPO") grants:

- The Director the authority to "apply to enroll the County in the Certified Local Government Program, and evaluate and apply for grants or funding sources for the purposes of historic preservation."; and
- The HLRC the authority to "act as the County's local historic preservation review commission for the purposes of the Certified Local Government Program."

Recently, the OHP confirmed that the County is eligible for enrollment and a Board of Supervisors ("BOS") resolution is required even though HPO grants the Director and HLRC CLG related authorities.

On June 26, 2017, Staff informed the BOS Planning Deputies that the County is pursuing CLG enrollment and that a resolution authorizing the application submittal will be submitted to the BOS for consideration.

The CLG Application and Procedures are attached. The state requires application to include completed Statement of Commissioner Qualifications and resumes for each commissioner.

Analysis

Certification provides several benefits that interests the County. First, certification will give the County's Historic Preservation Program credibility because enrollment certifies that our program is consistent with federal and state standards and regulations for historic preservation. Second, certification will give the County access to OHP technical support and training for the HLRC and Staff. Lastly and most importantly, certification will give the County access to federal grants of up to $40K a year for projects such as:

- General Plan Historic Preservation Elements
- Ordinance Revisions
- Historic Contexts and Surveys
- National Register of Historic Places Nominations and Multiple Property Submissions
- Archaeological Preservation Plans
- Design Guidelines for Historic Properties
- Preservation Education and Outreach Programs
- Historic Structure Reports (HSR) and Mini-HSR Preservation Plans (HSRPP)
- Information Management and Technology

There are two potential County projects that grant funds could be applied to:

- Guidelines and standards for proposed changes to property located within an Altadena historic district that will likely be nominated in the next year; and
- Historic context statement and/or survey of Altadena. A historic context statement is the first step in a survey. It describes the broad patterns of historical development of a community or region that is represented by the physical development and character of the built environment. Contexts typically are based on one or more themes, a geographical area, and periods of significance. They also identify important associated property types, and establish eligibility criteria and integrity thresholds. Altadena likely has the highest concentration of historic resources in the County. The local preservation advocacy organization, Altadena Heritage, has already completed a preliminary survey of their community that the County can build off of. Identifying historic resources is the first step to preserving them.

In addition to commenting on National Register nominations for property located in areas that the County has land use authority over, once certified, there are several expectations of the HLRC:

- Attend one training a year. Online trainings are available and can be viewed by the Commission together at a meeting.
- Submit annual reports. Report template is attached.
- A minimum of two commissioners must be professionals from the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology. This requirement can be met through attrition.

Recommendation

Staff recommends that the HLRC:

- Motion to support submittal of the CLG application; and
- Individually complete the Statement of Commissioner Qualifications located on page 20 of the CLG Application and Procedures and provide resumes for the CLG application.

HISTORIC PRESERVATION ORDINANCE AND MILLS ACT PROGRAM UPDATE

To date, one application for landmark nomination (The McLeod House) and three applications for Mills Act ("MA") contracts were submitted since January 1, 2017. The MA applications are for properties located in View Park. With the exception of a four-plex apartment building, all the applications are for single-family residences. The Mills Act application window closes July 27, 2017.

On July 20, 2017 Staff will meet with Ladera Heights residents about nominating their neighborhood as a County historic district.

The Chapman Woods neighborhood located in the unincorporated community of East Pasadena – East San Gabriel is being considered by Staff for HPO outreach. A map of

the neighborhood is attached. Development of Chapman Woods began in the 1920s and includes 462 homes. On July 6, 2017, the County's consulting architectural historian, ASM Affiliates confirmed that the neighborhood is eligible to be nominated as a historic district.

Questions or comments regarding items addressed by this memo may be directed to Dean Edwards at dedwards@planning.lacounty.gov or (213) 974-6435.

MM:DE

Attachments: A. Notification Letter Template
B. Historic Resources Spreadsheet
C. Plaque Program Guide
D. CLG Application and Procedures
E. CLG Annual Report Template
F. Chapman Woods Neighborhood Map

ATTACHMENT A

NOTIFICATION LETTER TEMPLATE

Los Angeles County
Department of Regional Planning

Planning for the Challenges Ahead

Richard J. Bruckner
Director

[Date]

[Name and Address]

LOS ANGELES COUNTY'S HISTORIC PRESERVATION PROGRAM
[RESOURCE NAME]
NATIONAL REGISTER [NUMBER]
[RESOURCE ADDRESS]

Dear [Nominator]:

The California Office of Historic Preservation notified the County of Los Angeles ("County") that the above referenced property was recently listed on the National Register of Historic Places and California Register of Historical Resources. The County would like to congratulate you on the listing and inform you about the County's Historic Preservation Program, which is comprised of its Historic Preservation Ordinance ("HPO") and Mills Act Program ("MAP").

HPO specifies significance criteria and procedures for the designation of landmarks and historic districts, and provides for the ongoing preservation and maintenance of designated properties.

Because of the recent register listing, the above referenced property is likely eligible for County designation, which offers benefits and protections that National or State listing may not. County designation:

- Preserves historic properties by:
  - Requiring maintenance to prevent deterioration;
  - Prohibiting demolition and inappropriate alteration; and
- Encourages adaptive re-use of the property by reducing parking requirements to the existing number of spaces.

In addition to the above benefits and protections, County historic district designation:

- Allows street improvements, such as lighting and signage, in historic districts that are compatible with the areas historic character; and
- May include guidelines and standards that ensure that new development is compatible with the historic character of the district.

320 West Temple Street ▪ Los Angeles, CA 90012 ▪ 213-974-6411 ▪ Fax: 213-626-0434 ▪ TDD: 213-617-2292

Both property owners and non-owners may nominate property for County designation. For additional information regarding HPO, please see http://planning.lacounty.gov/preservation/ordinance.

MAP is a State program that allows the County to enter into contracts with owners of qualified historic properties who restore and maintain their properties while receiving property tax relief, which can be substantial. Because the of the recent register listing, the above referenced property may be eligible for a Mills Act contract. For additional information regarding the MAP, including eligibility, please see http://planning.lacounty.gov/preservation/program.

If you have questions regarding the County's Historic Preservation Program, please contact Dean Edwards at (213) 974-6435 or dedwards@planning.lacounty.gov.

Sincerely,
DEPARTMENT OF REGIONAL PLANNING
Richard J. Bruckner

Dean Edwards
Historic Preservation Program Coordinator

MM:DE

c: [Property Owner]; Los Angeles County Historical Landmarks and Records Commission

ATTACHMENT B

HISTORIC RESOURCES SPREADSHEET

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	NAME	CITY_COMM	CITY_UNIN	DESCRIPT	LOCATION	CO_TYPE	CO_NUM	CO_DATE	CA_TYPE	CA_NUM	CA_DATE	NALANDMARK	NA_TYPE	NA_NUM	NA_DATE	CONTRIBUT	DETAILS
2	Altadena Town & Country Club	ALTADENA	UNINCORPORATED	Clubhouse built in 1911 for wealthy country club members.	2290 Country Club Dr Altadena, CA 91001				POINT OF INTEREST	P750	8/8/1991					NO	http://ohp.parks.ca.gov/ListedResources/
3	Andrew McNally House	ALTADENA	UNINCORPORATED	6,938 square foot two ½ story Queen Anne Victorian style house built in 1888-1897 for Andrew McNally, cofounder of the Rand-McNally Map Company.	654 E. Mariposa St., Altadena, California							NO	BUILDING	07000245	3/27/2007	NO	https://npgallery.nps.gov/nrhp
4	Christmas Tree Lane	ALTADENA	UNINCORPORATED	About 150 deodar cedar trees that have been lit annually as a Christmas holiday display since 1920.	Santa Rosa Avenue Between Woodbury Avenue and Altadena Drive				LANDMARK	990	11/20/1989	NO	SITE	90001444	9/13/1990	NO	http://planning.lacounty.gov/preservation/resources
5	Crank House	ALTADENA	UNINCORPORATED	An 1882 Victorian style residence, also known as Fair Oaks Ranch, associated with the early settlement of Altadena.	2186 Crary Street, Altadena							NO	BUILDING	97000751	7/23/1997	NO	https://npgallery.nps.gov/nrhp
6	General Charles S. Farnsworth County Park	ALTADENA	UNINCORPORATED	County park constructed in 1933, named after a Altadena civic leader, with 12 contributing resources including a Craftsman style recreation center.	568 Mount Curve Avenue, Altadena, CA 91001							NO	DISTRICT	97000027	2/7/1997	NO	https://npgallery.nps.gov/nrhp
7	Keyes Bungalow	ALTADENA	UNINCORPORATED	Early craftsman style bungalow built in 1911.	1337 E. Boston St., Altadena, California							NO	BUILDING	78000678	11/14/1978	NO	https://npgallery.nps.gov/nrhp
8	Lang Southern Pacific Station	SANTA CLARITA VALLEY	UNINCORPORATED	Site of the former railway station, and where San Francisco and Los Angeles Railroads were connected by a golden spike in 1876.	14000 Lang Station Road, Santa Clarita CA 91390				LANDMARK	590	5/22/1957					NO	http://ohp.parks.ca.gov/ListedResources/
9	Mentryville	SANTA CLARITA VALLEY	UNINCORPORATED	Former oil boomtown 1870s to the 1930s that is now a park with a preserved mansion, one-room school house and a period barn.	27201 Pico Canyon Road, Newhall, CA, 91381				LANDMARK	516-2 516-2	12/7/1976					NO	http://planning.lacounty.gov/assets/upl/project/hp_chl_516_2_mentryville.pdf
10	Pacific Electric Railway Company Substation No. 8	ALTADENA	UNINCORPORATED	Traction substation built in 1905 that provided power to the Pacific Electric and Mount Lowe Railways.	2245 North Lake Ave, Altadena							NO	BUILDING	77000295	11/9/1977	NO	https://npgallery.nps.gov/nrhp
11	Pico Canyon Oil Field Well No. 4	SANTA CLARITA VALLEY	UNINCORPORATED	Longest continually operating oil well in the world at 114 years(1876-1990).	9.5 mi. N of San Fernando, W of U.S. 99				LANDMARK	516	2/3/1954	YES	DISTRICT	66000212	11/13/1966	NO	http://planning.lacounty.gov/preservation/resources
12	Pomona Water Powerplant Historic Marker	ANTELOPE VALLEY	UNINCORPORATED	Site of the first hydro-electric installation that was constructed in California in 1892 for long-distance transmission of alternating current at high voltage.	Camp Baldy Rd (PM 2.0), San Antonio Canyon, near Claremont.				LANDMARK	514	11/25/1953					NO	http://ohp.parks.ca.gov/ListedResources/
13	St. Francis Dam Disaster Site	SANTA CLARITA VALLEY	UNINCORPORATED	Disaster site where 450 lives were lost 1928 when the St. Francis Dam collapsed.	San Francisquito Power Plant No. 2, 32300 N San Francisquito Canyon Rd, 9.2 mi N of Saugus				LANDMARK	919	4/26/1978					NO	http://planning.lacounty.gov/preservation/resourceshttp://ohp.parks.ca.gov/ListedResources/
14	Sylvia Park Country Club Clubhouse	SANTA MONICA MOUNTAINS NORTH AREA	UNINCORPORATED	Spanish colonial revival structure that was built 1930 as a social club and was later used as a boarding school, a gay nightclub, a classical music hall, a commune and a rock 'n' roll club.	20421 Callon Drive, Topanga, CA 90290				POINT OF INTEREST	P788	8/16/1993					NO	http://ohp.parks.ca.gov/ListedResources/
15	Topanga Christian Fellowship Church	MALIBU COASTAL ZONE	UNINCORPORATED	Church built in 1953.	269 Old Topanga Canyon Road, Topanga, CA 90290				POINT OF INTEREST	P849	8/5/2005					NO	http://ohp.parks.ca.gov/ListedResources/
16	Vasquez Rocks Natural Area Park	SANTA CLARITA VALLEY	UNINCORPORATED	932 acres of scenic jagged red rock formations.	10700 West Escondido Canyon Road, Agua Dulce, CA 91350							NO	SITE	72000228	6/22/1972	NO	https://npgallery.nps.gov/nrhp
17	Zane Grey Estate	ALTADENA	UNINCORPORATED	A Mediterranean/Spanish Colonial Revival style home built 1907-1928 and the residence of western novel author Zane Grey.	396 East Mariposa Street, Altadena, CA							NO	DISTRICT	02001187	10/24/2002	NO	https://npgallery.nps.gov/nrhp
18	Maravilla Handball Court and El Centro Grocery	EAST LOS ANGELES	UNINCORPORATED	Oldest remaining handball court in the Los Angeles region and grocery store built in 1928, and attached residence built 1946.	4787 Hammel Street, East Los Angeles				REGISTER LISTING	NA	8/3/2012					NO	http://planning.lacounty.gov/assets/upl/project/hp_chl_maravilla_handball_ct.pdf
19	Golden Gate Theater	EAST LOS ANGELES	UNINCORPORATED	Spanish Baroque Revival Churrigueresque style former movie palace built in 1927 and is currently a drug store.	5176 East Whittier Blvd, East Los Angeles							NO	BUILDING	82002192	2/23/1982	NO	https://npgallery.nps.gov/nrhp
20	Old Short Cut	ANTELOPE VALLEY	UNINCORPORATED	California's first ranger station built in 1900. The log cabin took its name from the Short Cut Canyon Trail and was one of the main stopping points on this trail.	N 34.328 W 118.004 Chilao Visitor's Center, Angeles Crest Hwy				LANDMARK	632	3/3/1958					NO	http://ohp.parks.ca.gov/ListedResources/
21	Soledad-Acton Schoolhouse	ANTELOPE VALLEY	UNINCORPORATED	Former schoolhouse built of brick in 1890 and is now a private residence.	3828 Cory Dr., Acton, Ca. 93510				POINT OF INTEREST	P316	9/12/1973					NO	http://ohp.parks.ca.gov/ListedResources/
22	Llano Del Rio Cooperative Colony	LLANO	UNINCORPORATED	The site of a secular Utopian community dedicated to cooperation rather than competition.	On State Hwy 138 (P.M. 64.1), Llano				LANDMARK	933	5/13/1980					NO	http://ohp.parks.ca.gov/ListedResources/
23	Bassett Elementary School	WEST PUENTE VALLEY	UNINCORPORATED	Elementary school built in 1940.	546 N. Vineland Avenue, West Puente Valley, CA 91746				POINT OF INTEREST	P623	12/15/1983					NO	http://planning.lacounty.gov/assets/upl/project/hp_bassett_elem_school.pdf
24	Rancho San Francisco	SANTA CLARITA VALLEY	UNINCORPORATED	The site of Rancho San Francisco, an 1839 Spanish land grant. As of 2017, the property is undeveloped other than the historical marker.	The Old Road and Henry Mayo Drive, Valencia				LANDMARK	556	8/24/1956					NO	http://ohp.parks.ca.gov/ListedResources/

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	NAME	CITY_COMM	CITY_UNIN	DESCRIPT	LOCATION	CO_TYPE	CO_NUM	CO_DATE	CA_TYPE	CA_NUM	CA_DATE	NALANDMARK	NA_TYPE	NA_NUM	NA_DATE	CONTRIBUT	DETAILS
25	Doumakes House	LADERA HEIGHTS / VIEWPARK - WINDSOR HILLS	UNINCORPORATED	Spanish colonial revival single-family residence built in 1928 for James Doumakes who patented the process for mass producing marshmallows.	4918 Angeles Vista Blvd, View Park, CA 90043	LANDMARK	2016-0001	5/17/2016								NO	http://file.lacounty.gov/SDSInter/bos/supdocs/AdoptedBoardLetterforDumakesHouse.pdf
26	Antelope Valley Indian Museum	ANTELOPE VALLEY	UNINCORPORATED	Former Swiss chalet style residence built in 1928 by a folk artist who painted murals on the exterior and interior of the building and used it to display his collection of Native American artifacts.	15701 East Avenue M, Lancaster Lancaster, California, 93535				POINT OF INTEREST	P588	3/1/1982	NO	BUILDING	87000509	2/26/1987	NO	http://planning.lacounty.gov/preservation/resources
27	Angeles National Forest / Clear Creek Vista Point	ANTELOPE VALLEY	UNINCORPORATED	Angeles National Forest, the first national forest in California, was created by proclamation on December 20, 1892.	Clear Creek Vista Point, Highway 2 (Milepost 32.8)				LANDMARK	717	12/2/1959					NO	http://ohp.parks.ca.gov/ListedResources/
28	Dominguez Ranch Adobe	RANCHO DOMINGUEZ	UNINCORPORATED	Dominguez family homestead and Rancho San Pedro, the first Spanish land grant in California (1784).	18127 South Alameda Street, Compton							NO	BUILDING	76000486	5/28/1976	NO	https://npgallery.nps.gov/nrhp
29	Mount Lowe Railway	ANTELOPE VALLEY	UNINCORPORATED	The only scenic mountain electric traction railroad in the US, which ran from 1893 to 1938.	N of Altadena in Angeles NF							NO	SITE	92001522	1/6/1993	NO	https://npgallery.nps.gov/nrhp
30	Oak of the Golden Dream	SANTA CLARITA VALLEY	UNINCORPORATED	Location where gold was first discovered in California in 1842.	19152 Placerita Canyon Road, Santa Clarita				LANDMARK	168	3/6/1935					NO	http://ohp.parks.ca.gov/ListedResources/
31	Scripps Hall	ALTADENA	UNINCORPORATED	Three-story Craftsman bungalow built in 1905 that is also known as an "Ultimate Bungalow" because of its size.	209 East Mariposa Street, Altadena				POINT OF INTEREST	P682	3/6/1987	NO	BUILDING	99000893	7/28/1999	NO	http://planning.lacounty.gov/preservation/resources
32	Woodbury/Story House	ALTADENA	UNINCORPORATED	Italianate Victorian residence built in 1882 for Captain Woodbury, a founder of Altadena.	2606 Madison Ave, Altadena, CA 91001				POINT OF INTEREST	P245	4/25/1972	NO	BUILDING	93001463	12/30/1993	NO	http://planning.lacounty.gov/preservation/resources
33	Old Ridge Route	ANTELOPE VALLEY / SANTA CLARITA VALLEY	UNINCORPORATED	The first direct automobile and truck thoroughfare connecting Los Angeles to northern California in 1915 and an example of early mountain motor vehicle highway engineering.	Along Old Ridge Rte., roughly bounded by Sandberg and Canton Canyon, Castaic CA							NO	STRUCTURE	97001113	9/25/1997	NO	https://npgallery.nps.gov/nrhp
34	Case Study House No. 20 / Bass House	ALTADENA	UNINCORPORATED	Modern single-family residence built in 1950.	2275 N. Santa Rosa Ave, Los Angeles, CA							NO	BUILDING	13000517	4/28/2014	NO	https://npgallery.nps.gov/nrhp
35	Hollywood Bowl Performing Arts Complex	LOS ANGELES	INCORPORATED	Amphitheater established in 1922.	2301 Highland Ave, Los Angeles, CA 90068	LANDMARK	2000-0001	9/12/2000								NO	http://planning.lacounty.gov/preservation/resources
36	View Park Historic District	LADERA HEIGHTS / VIEWPARK - WINDSOR HILLS	UNINCORPORATED	Approximately 450 acre residential historic district developed from 1923 to 1958, consisting of 1,479 contributors, significant for its African-American cultural heritage and diverse architectural styles from revivals to modern and others.	Roughly bounded by Mt. Vernon, Enoro, Northland & Northridge Drs., Kenway S. Victoria & Floresta Aves.							NO	DISTRICT	16000434	7/12/2016	NO	https://www.nps.gov/nr/feature/places/16000434.htm
37	Los Angeles County Arboretum & Botanic Garden	ARCADIA	INCORPORATED	127 acre public garden that was the residence of ArcadiaÆs founder and first mayor Elias Jackson ôLuckyö Baldwin from 1875-1909. A Cultural Landscape Report and Treatment Plan, a guide for the care of the siteÆs historic resources was prepared.	301 N. Baldwin Avenue, Arcadia, CA 91007							NO	ELIGIBLE			NO	https://www.laconservancy.org/locations/los-angeles-county-arboretum-botanic-garden
38	View Park Historic District Contributors	LADERA HEIGHTS / VIEWPARK - WINDSOR HILLS	UNINCORPORATED	Historic district contributing properties.	Roughly bounded by Mt. Vernon, Enoro, Northland & Northridge Drs., Kenway S. Victoria & Floresta Aves.							NO	DISTRICT	16000434	7/12/2016	YES	https://www.nps.gov/nr/feature/places/16000434.htm
39	Pan American National Bank of East Los Angeles	EAST LOS ANGELES	UNINCORPORATED	Oldest Latino-owned bank in California, constructed in 1965 and includes a Latino themed five panel mosaic tile on its fatade.	3620-3626 East 1st Street				REGISTER LISTING	NA	3/27/2017	NO	BUILDING	100000782	3/27/2017	NO	http://planning.lacounty.gov/assets/upl/project/hp_pan_am_natl_bank.pdf
40	Zumbrota Yacht	MARINA DEL REY	UNINCORPORATED	95 foot long, three decked luxury passenger vessel, constructed in 1918 and originally owned by Charles Ringling of Ringling Brothers Circus.	Moored at FishermenÆs Village, 13755 Fiji Way, Marina del Rey.				REGISTER LISTING	NA	3/20/2017	NO	STRUCTURE	100000762	3/20/2017	NO	http://planning.lacounty.gov/assets/upl/project/hp_zumbrota_yacht.pdf
41	Wadsworth Chapel	WEST LOS ANGELES (SAWTELLE VA)	UNINCORPORATED	Late-Victorian church built in 1900 and the oldest building located on Wilshire Blvd. The property is owned by the US government.	Eisenhower Ave and Bonsall Ave. Los Angeles, CA 90049							NO	BUILDING	72000229	2/11/1972	NO	https://npgallery.nps.gov/nrhp
42	Sawtelle Streetcar Depot	WEST LOS ANGELES (SAWTELLE VA)	UNINCORPORATED	Eastlake Victorian style streetcar depot built in 1900 and located on property owned the US government.	Pershing and Dewey Aves at the West Los Angeles VA Medical Center							NO	BUILDING	72000232	2/23/1972	NO	https://npgallery.nps.gov/nrhp
43	Los Angeles Plaza Historic District	LOS ANGELES	INCORPORATED	National Historic District where LA was founded and the hub of its growth during the 19th Century. It includes the County owned Brunswig Building, Plaza House and non-contributors.	Roughly bounded by Spring, Macy, Alameda and Arcadia Sts., and Old Sunset Blvd.							NO	DISTRICT	72000231	11/3/1972	NO	https://npgallery.nps.gov/nrhp
44	Pasadena Arroyo Parks and Recreation District	PASADENA	INCORPORATED	Cultural landscape located in the Arroyo Seco that includes a golf club, stadium (Rose Bowl), parks, amphitheater, baseball field, pavilion, horticultural center, aquatic center, flood control channel, bridges, garden club building and bird sanctuary.	Roughly bounded by the Foothill Freeway on the north, the city limits on the south, Arroyo Blvd on east, San Rafael, Pasadena, CA							NO	DISTRICT	08000579	11/10/2008	NO	https://npgallery.nps.gov/nrhp
45	Pasadena Civic Center District	PASADENA	INCORPORATED	National Historic District that includes the Pasadena Civic Center and non-civic buildings.	Roughly bounded by Walnut and Green Sts., Raymond and Euclid Aves, Pasadena, CA							NO	DISTRICT	80000813	7/28/1980	NO	https://npgallery.nps.gov/nrhp

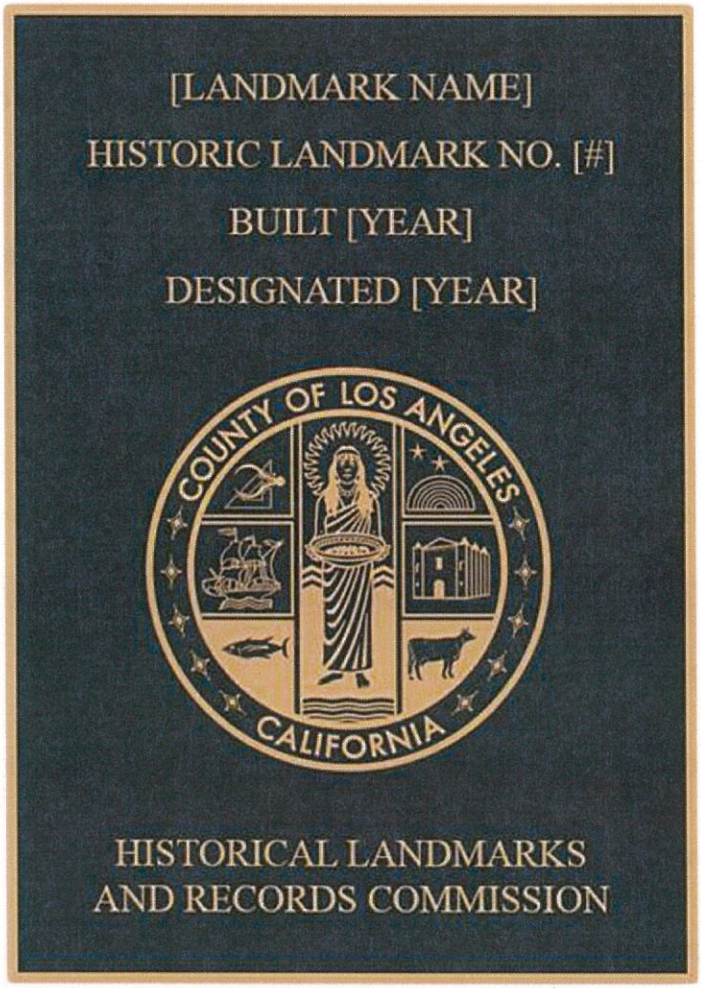
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	**NAME**	**CITY_COMM**	**CITY_UNIN**	**DESCRIPT**	**LOCATION**	**CO_TYPE**	**CO_NUM**	**CO_DATE**	**CA_TYPE**	**CA_NUM**	**CA_DATE**	**NALANDMARK**	**NA_TYPE**	**NA_NUM**	**NA_DATE**	**CONTRIBUT**	**DETAILS**
46	Queen Anne Cottage and Coach Barn	ARCADIA	INCORPORATED	Stick/Eastlake/Queen Anne Victorian guest house and coach barn located at the Los Angeles County Arboretum.	301 N. Baldwin Ave, Arcadia CA							NO	BUILDING	80000804	10/31/1980	NO	https://npgallery.nps.gov/nrhp
47	Rogers Dry Lake	ANTELOPE VALLEY	UNINCORPORATED	Site of development and testing of generations of American aircraft.	EdwardÆs Airforce Base							NO	SITE	85002816	10/3/1985	NO	https://npgallery.nps.gov/nrhp
48	Virginia Robinson Estate	BEVERLY HILLS	INCORPORATED	First residence in Beverly Hills. It was built in 1911 in a simplified Beaux Arts style for the son of RobinsonÆs department store founder.	1008 Elden Way, Beverly Hills, CA				POINT OF INTEREST	N693	11/15/1978	NO	BUILDING	78000679	11/15/1978	NO	http://planning.lacounty.gov/preservation/resources

ATTACHMENT C

PLAQUE PROGRAM GUIDE

LOS ANGELES COUNTY LANDMARK PLAQUE PROGRAM

To increase public awareness of County landmarks, property owners are encouraged to purchase and display a plaque on their property that identifies the property as a County landmark. This document is a guide for obtaining and displaying the plaques.



Specifications

- Cast bronze with a durable protective finish for minimal maintenance.
- 10 inches high, 7 inches wide, 3/8 inch thick.

- Approximately 6 pounds.
- Solid brass mounting bolts that hand thread into the backside of the plaque for concealed installation and vandal resistance.
- The cost is approximately $440.00 plus tax, shipping and installation.

Installation

Plaques are installed by the property owner or by the vendor, the Southern California Bronze Company (www.socalbronze.com) for a fee. Plaques should be mounted on the exterior of the main structure, near the entrance at eye level. If a landmark is other than a structure, the plaque should be mounted on a 24 to 48 inch high concrete base where it will be visible to the public. The plaque should remain if the property is sold.

Request Procedure

1. The property owner sends an email to the County's Historic Preservation Program Coordinator ("coordinator") that includes the Landmark name in the subject line and a request for a plaque.
2. The coordinator emails the vendor to request artwork and copies the property owner.
3. The vendor emails the artwork to the coordinator for approval.
4. The coordinator emails approval of the artwork to the vendor, requests the vendor contact the property owner to arrange payment, shipping and installation (if applicable); and copies the property owner.

It takes three to four weeks for the foundry to cast a plaque.

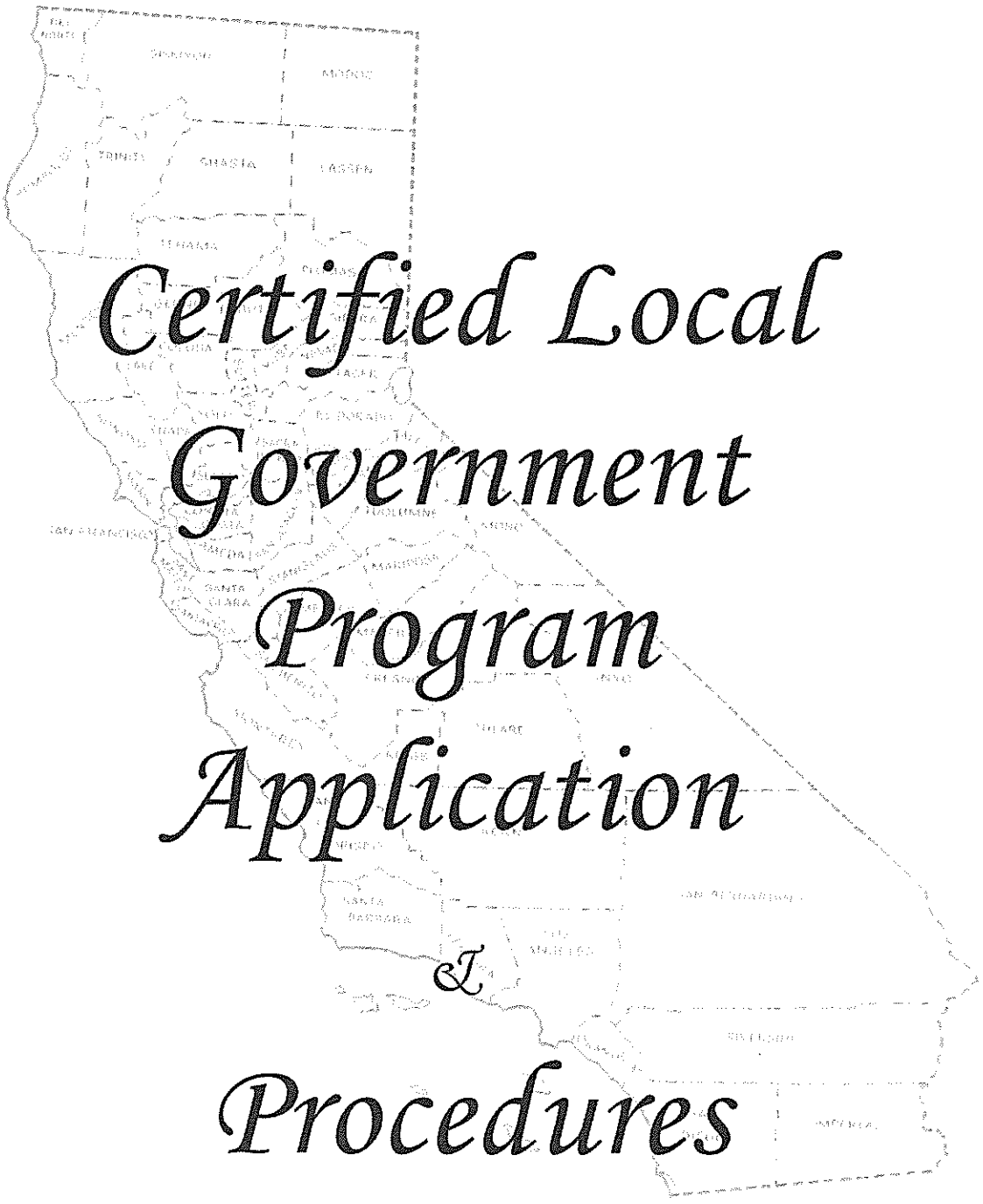
ATTACHMENT D

CLG APPLICATION AND PROCEDURES

2010

California Office of Historic Preservation
Department of Parks & Recreation

Local Government Assistance



Certified Local Government Program Application

&

Procedures

1725 23rd St,
Suite 100
Sacramento CA 95816

phone:
(916) 445-7000
fax:
(916) 445-7053

email:
calshpo@parks.ca.gov
website:
www.ohp.parks.ca.gov

California Office of Historic Preservation
1725 23rd Street
Sacramento CA 95816-7100
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Website: www.ohp.parks.ca.gov

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Office for Equal Opportunity
U.S. Department of the Interior
National Park Service
Box 37127
Washington DC 20013-7127

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INTRODUCTION

Preserving important historic properties as reflections of our American heritage became a national policy through passage of the Antiquities Act of 1906, the Historic Sites Act of 1935, and the National Historic Preservation Act of 1966, as amended (16 1J.S.C. 470) (NHPA). In part, the NHPA instructed the Federal Government to assist local governments to expand and accelerate their historic preservation programs 'and activities. Since enactment of the NHPA, the historic preservation expertise and activities of local governments have significantly increased. The act, however, provided no opportunity for local governments to be involved formally in the national historic preservation program. Lack of formal participation by local governments often meant that historic preservation issues were not considered until development planning was well underway. This often resulted in preservation/land development conflicts causing project delays and increasing costs. In addition, opportunities frequently were lost for preservation-oriented development that could satisfy both preservation and development goals.

In recognition of the need to involve local governments in historic preservation, the 1980 amendments to the NHPA provided a specific role for local governments in the national program by establishing the Certified Local Government (CLG) program. A CLG is a local government whose local historic preservation program has been certified pursuant to Section 101 (c) of the NHPA. Any local government is eligible to apply for certification. Once certified, a local government must be included in the process of nominating properties to the National Register of Historic Places and will be eligible to apply to the state for a share of the state's annual Historic Preservation Fund (HPF) allocation.

What is the Certified Local Government Program?

The 1980 amendments to the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), provided for the establishment of a Certified Local Government (CLG) Program. The CLG program is a national program designed to encourage the direct participation of a local government in the identification, registration, and preservation of historic properties located within the jurisdiction of the local government. A local government may become a CLG by developing and implementing a local historic preservation program based on federal and state standards. The CLG program is administered in California by the State Office of Historic Preservation (OHP).

The CLG program is intended to foster the integration of preservation planning into other planning processes and ensure that historic resources are identified and considered in making planning decisions. It is not intended to be another or more burdensome layer of control, but instead to support good planning practices. The CLG program encourages the preservation of cultural resources by promoting a partnership among local governments, the State of California, and the National Park Service (NPS)

which is responsible for the National Historic Preservation Program. Becoming a CLG can provide local staff and commissions the tools, technical training, and more meaningful leadership roles in the preservation of the community's cultural heritage. Local interests and concerns are integrated into the official planning and decision-making processes at the earliest possible opportunity.

In response to the federal government's 1995 initiative for simplifying the National Park Service's oversight of the national historic preservation program, the NPS revised 36 CFR 61 to provide each state with greater discretion in carrying out the responsibilities mandated in the National Historic Preservation Act. Decisions on membership requirements for local preservation commissions are left entirely to the states. The requirement that local preservation commissions consult outside professionals in certain instances is eliminated.

Who Can Apply for Certified Local Government Status?

Any local government is eligible to apply to the State Historic Preservation Officer (SHPO) for certification. A local government is any general purpose political subdivision of California such as a city, county, or city/county; or any other general purpose political division of the state with the exception of regional commissions, councils of governments, and special districts. It is important to be aware that certification pertains to the entire local government and its agencies, not simply to the preservation commission that serves the local government.

When Are CLG Applications Accepted?

Local governments may apply for CLG status at any time. However, in order to apply for grants through the CLG program, a local government must be certified prior to the grant application deadline which is usually the last week of April. Note that the CLG grant application process is separate from the certification application and requires completion of a grant application form.

What are the Procedures for Certification?

Prior to submitting an application or obtaining the elected officials' authorization, OHP encourages the local government representative to consult with the Local Government Unit of the California State Office of Historic Preservation and submit a draft application for a preliminary review to ensure that the local government's preservation program meets the state requirements and National Park Service CLG program criteria.

Once the draft application has been approved, the chief elected official of the local government applying for CLG status shall request certification from the California State

Historic Preservation Officer (SHPO) in writing. The official request for certification shall include the Certification Application Checklist, CLG Certification Application Form, and CLG Certification Application Attachments found in Appendix A.

Within forty-five (45) days of receipt of an adequately documented application, the SHPO shall review the certification application. If certification is recommended, the SHPO will forward a Certification Agreement to the local government for signature. The Certification Agreement shall identify the required responsibilities of the local government when certified. SHPO concurrence, which shall include a copy of the signed certification agreement and a signed review checklist, shall be forwarded to NPS for final review and approval as a CLG. NPS has final approval to certify local governments as CLGs; their date of approval is the effective date of certification.

Why Become a Certified Local Government?

What does certification mean? What's in it for the local jurisdiction? Why would you want to associate your local preservation program with state and federal programs? Does certification create additional state or federal oversight or control over local programs?

Credibility: The National Historic Preservation Act (NHPA), passed in 1966, built upon established preservation practices. The NHPA created the National Register of Historic Places; its criteria are widely recognized and they have been tested legally (reviewed, refined by adoption into regulations, tested and upheld in courts). Amendments to the NHPA created the CLG program. The Secretary of the Interior's Standards and Guidelines for preservation planning and the identification, evaluation, registration, and treatment of historic properties were published in 1983. Although the California Register of Historical Resources is much newer (1992), its criteria and procedures parallel the National Register.

When your local survey program is consistent with the *Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation* and your designation criteria are consistent with the National Register and California Register criteria, you know you are on safe ground. Similarly, use of the Secretary of the Interior's Standards for Treatment of Historic Properties provides established criteria for evaluating projects and granting Certificates of Appropriateness that have stood the tests of time, reasonableness, and the courts. Consistency with national and state regulations and established preservation practices insulates the local preservation program from charges of being arbitrary and capricious. Becoming a CLG provides the local program the added value of prestige and cachet.

Technical Assistance: OHP provides technical assistance, training, workshops, and consultation services to CLGs. A perquisite for becoming a CLG is access to a listserv hosted by the OHP. Membership to the listserv is limited to SHPO staff, CLG coordinators, members of CLG boards/commission, and other interested staff in the

CLG. It is a communication and networking tool that offers the Office of Historic Preservation and CLGs the opportunity to submit suggestions or questions to other members of the listserv. SHPO staff also uses the listserv to forward information about training opportunities, publications, grants, and a variety of technical assistance to CLGs.

Streamlining: The use of the National Register/California Register criteria and the Secretary of the Interior Standards integrates local, state, and federal levels of review. It brings clarity to the question of what resources are significant when it comes to CEQA and Section 106 of the National Historic Preservation Act. Adopting the Secretary of the Interior's Standards will allow the use of categorical exemptions under CEQA, and likely result of findings of no adverse effect under Section 106. The use of these criteria and standards make environmental review faster, more efficient, and reduces costs and delays.

Involvement: The CLG program brings local preservation boards and commissions into broader local land use planning and project approval processes. CLGs have the responsibility to involve their boards/commissions in the CEQA and Section 106 review process, as well.

Funding: Each state is required to pass through 10% of its annual Historic Preservation Fund grant from the National Park Service to CLGs to fund their preservation activities. California has chosen to make this money available to CLGs for a wide variety of preservation planning activities through a competitive grant program. This funding is not a large amount – grants range between $5000 and $25,000 – but it can support important activities including completion of a preservation element or plan, developing a historic context, conducting a survey, preparation of a National Register district application, or the update of an ordinance. Work funded by a CLG grant is expected to conform to state and federal standards.

Autonomy: When your local government decides to become a CLG, it agrees to carry out the intent of the NHPA and the Secretary of the Interior's Standards. Recognizing that individual local governments and individuals employed by those local governments often do not have all the background, training, and skills to achieve a good balance between development and preservation, SHPO reviews the structure and processes of the local preservation program, and may comment on or make suggestions about strategies a local government can use to accomplish its goals and objectives. Beyond that, neither the NPS nor SHPO have any regulatory authority over local governments.

Neither the NPS nor SHPO dictate the content of historic preservation plans or ordinances; neither the NPS nor SHPO review nor is their approval needed prior to the selection and appointment of individual local preservation commissioners by local government officials. In no way is the autonomy of a local government decreased by becoming a CLG. However, a CLG may be decertified if it establishes policies or adopts practices that violate the intent of the National Historic Preservation Act.

Economic Benefits: Although there are no direct economic benefits to being a CLG other than the opportunity to compete for CLG grants, your CLG's commitment to historic preservation does result in multiple economic benefits to the community. Where preservation is supported by local government policies and incentives, designation can increase property values and pride of place. Revitalization of historic downtowns and adaptive reuse of historic districts and buildings conserves resources, uses existing infrastructure, generates local jobs and purchasing, supports small business development and heritage tourism and enhances quality of life and community character.

Preserve America: Because CLG status indicates a community's commitment to historic preservation at the local level, it makes the local government a prime candidate to become a Preserve America community and streamlines the application process. Preserve America is a national initiative that recognizes and designates communities, including neighborhoods in large cities that protect and celebrate their heritage, use their historic assets for economic development and community revitalization, and encourage people to experience and appreciate local historic resources through education and heritage tourism programs. In addition to White House recognition and local signage, Preserve America communities are eligible for federal grants to support community efforts to demonstrate sustainable uses of their historic and cultural sites and the economic and educational opportunities related to heritage tourism. OHP does not administer the Preserve America program. However, Preserve America Applicants are required to consult with the SHPO as part of the application process.

What are the Requirements for Certification?

FIVE BASIC PROGRAM REQUIREMENTS

The chief elected official of the local government must submit an application to the SHPO requesting certification. Local governments may be certified to participate in the CLG program by complying with the five minimum responsibilities of a CLG. Local governments must:

- Enforce appropriate state and local legislation for the designation and protection of historic properties;
- Establish a qualified historic preservation review commission by local law;
- Maintain a system for the survey and inventory of historic properties;
- Provide for adequate public participation in the local historic preservation program, including the process of reviewing and recommending properties for nomination to the National Register of Historic Places; and
- Satisfactorily perform the responsibilities delegated to it by the state.

Enforce appropriate state and local legislation for the designation and protection of historic properties.

CLGs must enact and enforce a local historic preservation ordinance. State enabling legislation, found at California Government Code Sections 65850, 25373, and 37361, provides for local jurisdictions to enact appropriate historic preservation legislation. Additionally, the local legislation shall be consistent with the intent and purpose of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470).

Along with other local governments, CLGs must enforce the California Environmental Quality Act (CEQA) regulations in relation to historical resources, and participate, as appropriate, in the environmental review of federally-sponsored projects under Section 106 of the National Historic Preservation Act of 1966, as amended.

Designation refers to the identification and registration of both historic and prehistoric properties for purposes of protection using criteria established by the local government. Designation requirements and procedures must be consistent with the Secretary of the Interior's Standards for Identification and Registration. Adoption of criteria that closely follows the National Register of Historic Places and the California Register of Historical Resources is encouraged.

Protection refers to the local review process under local law for proposed demolition of, changes to, or other action that may affect properties that have been designated pursuant to the local ordinance. This would not include properties listed on or determined eligible for the national Register of Historic Places or California Register of Historical Resources unless those properties were also designated under the local designation process.

The CLG will prepare a comprehensive local historic preservation plan or preferably, a historic preservation element in the community's general plan. The plan or element will identify preservation missions, goals, and priorities and will establish preservation strategies, programs, and time schedules. It will also be used to support and justify CLG grant applications.

The CLG is encouraged to adopt and implement the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* relevant to CLG need and activities (www.nps.gov/history/local-law/arch_stnds_0.htm).

Establish a qualified historic preservation review commission by local law.

A qualified historic preservation review commission means a board, council, committee, commission or other similar body established by local legislation whose primary purpose is historic preservation and whose membership includes a minimum of five (5) individuals, all of who have a demonstrated interest in, competence or knowledge in historic preservation.

Members must be appointed by the chief elected official of the jurisdiction, unless otherwise provided by local legislation. The appointing authority shall make interim appointments to fill unexpired terms in the event of vacancies occurring during the term of members of the commission within sixty (60) days.

To the extent available in the community, the CLG will appoint a minimum of two professional members from the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology. Local governments can be certified without this minimum professional qualified membership if they can demonstrate they have made a reasonable effort to fill those positions.

When a relevant historic preservation discipline is not represented in the commission membership, the commission shall be encouraged to draw upon such expertise in this area when considering National Register nominations requiring the application of such expertise.

The commission must meet a minimum of four times per year and each commissioner must attend annually at least one training session that meets the requirements of the CLG program. CLG commissioners and staff should develop training requirements that meets the needs of local historic preservation programs.

The commission is the local governmental entity responsible for preparing and submitting an annual report to the SHPO each year. The format and content the most recent annual report is available on the SHPO's website (www.ohp.parks.ca.gov/?page_id=21239).

Maintain a system for the survey and inventory of historic properties

Because historical contexts and surveys are the foundation of preservation planning, CLGs must develop or have in place a system for identifying, evaluating, inventorying, and registering historical and cultural resources within their jurisdiction,

Upon certification, CLGs will forward to the SHPO copies of all pre-existing survey and inventory information.

Surveys carried out by or at the direction of a CLG are expected to meet the Secretary of the Interior's Standards and Guidelines for Identification and Evaluation, and use State-approved inventory forms (DPR 523 series) and/or electronic data standards to ensure that the data can be integrated into the statewide California Historical Resources Information System (CHRIS). (This policy does not apply to survey data produced before the effective date of CLG certification.)

Evaluative criteria must be consistent with the National Register of Historic Places and the California Register of Historical Resources, and conform to the Secretary of the Interior's Standards for Identification and Evaluation. (This policy does not apply to survey data produced before the effective date of CLG certification.).

Communities which have conducted surveys in the past must periodically update their survey data as new resources become eligible for consideration, or when older surveys warrant re-examination over time. CLGs are required to submit survey updates and new surveys to OHP for inclusion in the statewide database.

The CLG commission shall establish internal procedures to facilitate the use of survey results in the planning process by the CLG officials and departments. The commission shall submit survey results to the local government for adoption, then forward to OHP. Copies of the survey results must be made available to the public, with the exception of certain sensitive historic and prehistoric sites and should be on deposit at the local planning department, building and safety office, public works department, and redevelopment agency. Local libraries, colleges, and historical societies should also receive copies. SHPO will make copies available for the appropriate CHRIS regional center.

Provide for adequate public participation in the local historic preservation program

Public participation is an integral feature of any preservation program and the CLG shall provide opportunities for public participation in all CLG programs and activities.

The CLG will encourage public participation at commission meetings. All local preservation commission meetings must be open to the public and meet the requirements of the Ralph M. Brown Act for open meetings (California Government Code Section 54950 et seq.). Meeting agendas and minutes of commission meetings must be publicly available.

Public participation shall be encouraged in the CLG's survey program at all levels of responsibility to identify and inventory significant cultural resources. Survey results shall be a public record and on file at a public institution, with the exception of archeological and other sensitive sites.

The local government must provide for public participation in the CLG's process for evaluating properties for nomination to the National Register of Historic Places.

The CLG shall encourage the public to participate in the review of projects and undertakings subject to the California Environmental Quality Act and Section 106 of the National Historic Preservation Act.

Satisfactorily perform the responsibilities delegated to it by the state

The CLG must have the legal authority to fulfill the minimum requirements specified in this application manual.

At the discretion of the SHPO and with mutual written agreement with the local government, or by federal mandate from the National Park Service, additional responsibility may be delegated to the CLG.

ADDITIONAL REQUIREMENTS.

National Register Nominations

The CLG has the obligation to participate in the nomination of properties to the National Register of Historic Places pursuant to Section 101 (c)(2)(A) of the National Historic Preservation Act: "Before a property within the jurisdiction of the certified local government may be considered by the State to be nominated to the Secretary [of the Interior] for inclusion on the National Register, the State Historic Preservation Officer shall notify the owner, the applicable chief local elected official, and the local historic preservation commission. The commission, after reasonable opportunity for public comment, **shall** [emphasis added] prepare a report as to whether or not such property, in its opinion, meets the criteria of the National Register."

Annual Reviews

In order to maintain certification, CLGs are required to submit reports annually that detail their historic preservation programs' accomplishments and actions. The annual reports cover the federal fiscal year, October 1 – September 30. Each CLG is sent a reminder letter and the annual report format. The CLG must have submitted an annual report for the previous reporting period in order to be eligible to submit a CLG grant application. Although the majority of the report format remains fairly constant, some changes may occur from year to year. The format for the most recent annual report is posted on SHPO's website (www.ohp.parks.ca.gov/?page_id=21239).

Decertification

In order to remain a CLG the local government must continue to meet the minimal requirements of the program and to meet the performance standards specified in the CLG certification agreement.

The SHPO may recommend decertification to the National Park Service if all of the following conditions have been met:

- The SHPO determines that a CLG's performance does not meet the performance standards specified in the Certification Agreement; and

- The SHPO specifies to the CLG in writing ways to improve performance with a period of time by which deficiencies must be corrected or improvements must be achieved; and
- After the period of time stipulated by the SHPO, the SHPO determines that there has not been sufficient improvement.

Failure to perform acceptably under a Historic Preservation Fund grant is not in itself sufficient grounds for decertification. The SHPO must notify the CLG in writing prior to or at the time of its recommendation to NPS for decertification. The notification must state the specific reasons for the proposed decertification, describe the SHPO's technical assistance efforts, and affirm that the SHPO will notify the CLG of the NPS concurrence with the decertification.

The SHPO may also recommend decertification if a CLG requests in writing to be decertified. The SHPO must forward a copy of the CLG's letter as an enclosure to the SHPO's request to decertify the CLG.

If the CLG had been delegated Section 106 responsibilities in its jurisdiction by the State, and a Programmatic Agreement had been executed by the Advisory Council on Historic Preservation (ACHP), then the SHPO must notify the ACHP that the CLG has been decertified.

The effective date of decertification is when the National Park Service concurs in writing with the SHPO's recommendation to decertify the CLG. If the local government wishes to become recertified it must reapply for certification.

What about the CLG Grants Program?

OHP is required by federal law to pass through at least 10% of its annual Federal Historic Preservation Fund (HPF) allocation to Certified Local Governments for historic preservation planning projects and programs which promote the identification, evaluation, nomination, and preservation of their communities' significant cultural resources and are consistent with the Statewide Historic Preservation Plan. Bricks and mortar projects are not eligible.

The annual grant cycle begins with the notification to all CLGs of the funding availability in January of each year. Grant applications are due at the end of April and the recipients are announced by June. Grant funded projects are to begin October 1 and must be completed by the following September. CLG grants are awarded on a competitive basis in amounts from $2,500 - $25,000. Cash or in-kind match is required: 60% Federal/40% applicant.

The CLG grants program manual and grant application is available on OHP's website at www.ohp.parks.ca.gov/?page_id=24493. The grants manual is updated annually to reflect statewide preservation priorities, Consult the manual for detailed information

about what activities are eligible for funding, the criteria used in awarding the grants, and the obligations of grant recipients.

Grant-eligible activities include projects such as the following:

- Developing or revising general plan historic preservation elements
- Ordinance revisions
- Developing historic contexts and conducting historic resource surveys
- Preparing National Register of Historic Places district nominations or multiple property submissions
- Developing archaeological preservation plans
- Developing design guidelines for historic properties
- Developing community-based preservation education and outreach programs including historic homeowner education. OHP will consider joint proposals with other local governments to fund a circuit rider staff person to provide technical assistance to a group of local government preservation programs.
- Preparing historic structure reports/historic structure preservation plan
- Historic Resource information management such as developing a web-based application to make historic resource information publically available online

CLGs may not use HPF grants for construction or restoration of buildings and structures, acquisition of historic properties, maintenance or operation of historic properties, interpretive displays, or purchase of computers or other equipment. CLG grant funds can not be used as match for any other federal grant or for lobbying purposes.

Where Can I Get More Information?

If you have any questions about this program, the certification application process, or the preparation and development of local preservation documents and programs, e.g., preparation of a historic preservation ordinance, development of a survey program, etc., please contact the Local Government Unit, Office of Historic Preservation, 1725 23rd Street, Sacramento, CA 95816, phone (916) 445-7000, fax (916) 445-7053.

Information on the Certified Local Government Program is available online at www.ohp.parks.ca.gov.

Also see Section 101(c)(1) and 9(c)2 of the National Historic Preservation Act of 1966, as amended (http://www.nps.gov/history/history/online_books/fhpl/nhpa.pdf) and 36 CFR Part 61.6 of the Procedures for State, Tribal, and Local Government Historic Preservation Programs (http://edocket.access.gpo.gov/cfr_2005/julqtr/pdf/36cfr61.6.pdf). .

APPENDICES

Appendix A: Application Materials*

- **Certification Application Checklist***
- **CLG Certification Application Form***
- **CLG Certification Application Attachments***
- **Statement of Commissioner Qualifications Form***

Appendix B: Sample Resolution

Appendix C: Sample Certification Agreement

Appendix D: Suggested Preservation Plan Model

* Available online in PDF Fillable Form format at
www.ohp.parks.ca.gov/?page_id=24493

Appendix A: Application Materials

Certification Application Checklist

A complete certification application must include the following:

_____ Transmittal letter signed by the Chief Elected Local Official forwarding all required documents.

_____ Resolution adopted by the elected officials authorizing application for Certified Local Government status and specifying the name and title of the person authorized to sign program documents and agreements.

_____ Completed certification application form and application attachments (see pages 17-19).

_____ Resumes and commissioner qualifications forms for each of the members of the local historic preservation commission/board.

_____ Names, telephone numbers, resumes, and professional qualifications forms for staff members responsible for administration of the historic preservation program for the local government.

_____ Organization charts for local government and for department that administers historic preservation program.

_____ If in process or completed, copies of cultural resources survey(s) performed in the community, with information on the progress and future intended uses of the survey.

_____ Copy of the local historic preservation legislation.

_____ Copy of the local historic preservation plan or historic preservation element of the General Plan.

NOTE: Please read the Application Procedures carefully before completing the application. Applicants must submit one (1) original, signed application with complete attachments to:

Local Government Unit
Office of Historic Preservation
1725 23rd Street
Sacramento, CA 94816-7100
Phone (916) 445-7000 Fax (916) 445-7053

Application for Certified Local Government Certification

Applicant (attach general organization chart)

Local Government	
Address	

Chief Elected Local Official

Name	
Title	

Legislative Representatives (list names and district numbers)

California Assembly	
California Senate	
U.S. Congress	

Local Government Contact Person (enclose résumé, professional qualifications, and departmental organization chart)

Name			
Title			
Department			
Address			
Telephone Number		Fax Number	
Email Address			

Resolution of Local Government (attach)

Date Approved	
Authorized Signature	

Local Commission/Board (Attach a current résumé and commissioner qualification form for each commission member.)

Name of Commission/Board	
Names and Professions of Members	

Local Historic Preservation Ordinance or appropriate section(s) of municipal code (attach)

Name of Document	
Date of Enactment	

Local Historic Preservation Plan or Historic Preservation Element of General Plan (attach)

Name of Document	
Date of Enactment	
Plans to prepare a Plan or Element if one has not been adopted	

Local Government Assurance

I assure the State of California, Office of Historic Preservation, that this government shall comply with and fulfill all the requirements of the Certified Local Government program.

Signature of Chief Elected Local Official

Printed Name of Chief Elected Local Official

Title

Date

CLG Certification Application Attachments

- Provide a narrative summary describing historic contexts developed and past and current historic resource survey activities, including type of survey (reconnaissance or intensive) and percentage of coverage of local jurisdiction. Additionally, provide information regarding future survey plans and how they will conform to the state and federal standards for surveys.

- Provide a narrative summary of current historic preservation program activities performed by the local government. For example, local designation programs, educational/outreach programs, design review, etc.

- Provide a narrative summary explaining any new or additional historic preservation program activities that will be carried out as a result of becoming a CLG.

- Provide a narrative summary which explains the current functions, responsibilities, and authority of the local review commission/board.

- Provide a narrative summary describing economic incentive or other benefits offered by the local government to owners of historic properties.

- Provide a narrative summary describing how review of projects affecting historical resources in the local government jurisdiction is carried out under the California Environmental Quality Act and Section 106 of the National Historic Preservation Act.

Statement of Commissioner Qualifications

Local Government _____

Name of Commissioner _____

Date of Appointment _____ Date Term Expires _____

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation

Are you a professional in one of the disciplines associated with historic preservation listed above?

☐ Yes ☐ No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Appendix B: Sample Resolution

A resolution passed by the city council or board of supervisors must accompany the application. Below is a sample resolution which can be adapted to meet local needs.

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL/BOARD OF SUPERVISORS

CITY/COUNTY OF _____

APPROVING THE APPLICATION AND CERTIFICATION AGREEMENT FOR THE CERTIFIED LOCAL GOVERNMENT HISTORIC PRESERVATION PROGRAM

WHEREAS, the United States Congress under the National Historic Preservation Act of 1966, amended (16 U.S.C. 470), has authorized the establishment of a Certified Local Government program; and

WHEREAS, the State of California, represented by the State Historic Preservation Officer, is responsible for the administration of the program within the state and the establishment of necessary rules and procedures governing the application by local agencies under the program; and

WHEREAS, said adopted procedures established by the State of California require the applicant to certify by resolution of the local government's elected officials the approval of an application prior to submission of said application. to the state;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL/BOARD OF SUPERVISORS hereby:

1. Approves the filing of an application for certification under the Certified Local Government Program; and

2. Appoints the ____(position/title)_____ or authorized deputy as agent of the city to coordinate, process, and execute all contracts, agreements, amendments, and ancillary documents within the scope of the attached application for certification.

_____

Mayor/ Board of Supervisors Chair

Attest: Other signatures as appropriate

Appendix C: Suggested Preservation Plan/Historic Preservation Element of the General Plan Components

The following is a list of ten essential components that should be considered or addressed in every formal preservation plan or historic preservation element of the General Plan:

1. Statement of historic and/or archaeological preservation goals in the community, and the purpose of the preservation plan.

2. Definition of the historic and/or archaeological character of the community. Are there one or more historic contexts which are important in the development of your community?

3. Summary of past and current efforts to preserve the community's character.

4. A survey of historic and archaeological resources in the community, or a definition of the type of survey that should be conducted in communities that have not yet completed a survey.

5. Explanation of the legal basis for protection of historic and archaeological resources in the community.

6. Statement of the relationship between historic and archaeological resources preservation and other local land-use and growth management authorities, such as the zoning ordinance.

7. Statement of the public sector's responsibilities towards city- or county-owned historic and archaeological resources, and for ensuring that public actions do not adversely affect those resources.

8. Statement of incentives that are, or should be, available to assist in the preservation of the community's historic and archaeological resources.

9. Statement of the relationship between historic preservation and the community's educational system and program.

10. A precise statement of goals and policies, including a specific agenda for future action to accomplish those goals.

The above elements are based upon a publication, *Preparing a Historic Preservation Plan* by Bradford J. White and Richard J. Roddewig. A copy may be obtained from APA Planners Bookstore at www.planning.org/apastore/Search/Default.aspx?p=2378 .

Appendix D: Sample Certification Agreement

The local government and State of California must execute a Certification Agreement that identifies the specific responsibilities of the local government. This document will be prepared by the OHP and presented to the local government for concurrent signatures

Sample Certification Agreement

Pursuant to the provisions of the National Historic Preservation Act, as amended, to applicable federal regulations (36 CFR Part 61), and to the State of California's Certified Local Government Program Application and Procedures (Application and Procedures), the City [or County] of _____agrees to:

1. Enforce appropriate legislation for the designation and protection of historic properties; maintain an adequate and qualified historic preservation review commission composed of professional and lay members; maintain a system for the survey and inventory of historic properties; and provide for adequate public participation in the historic preservation program including the process of recommending properties to the National Register of Historic Places, pursuant to the Application and Procedures.

2. Enforce its historic preservation ordinance and CEQA procedures as it relates to the consideration of historical resources. The Participant shall consult with the SHPO for any amendments or revisions to said ordinance prior to making such changes.

3. Submit to the SHPO an annual report, pursuant to 36 CFR 61.5(e)(5), consistent with the report guidelines published by the SHPO.

4. Adhere to requirements outlined in the State of California Certified Local Government Application and Procedures.

The State Historic Preservation Officer (SHPO) shall:

1. Inform the Participant of the annual availability of National Historic Preservation Fund grants, for which the Participant is eligible as a Certified Local Government, to compete.

2. Provide information, technical assistance, and opportunities for training to the CLG.

3. Review and provide comments on proposed ordinance changes.

Upon its designation as a CLG, [enter local government name] shall be eligible for all rights and privileges of a Certified Local Government specified in the National Historic Preservation Act and procedures of the State of California, including eligibility to apply for available CLG grant funds in competition with other CLGs.

ATTACHMENT E

CLG ANNUAL REPORT TEMPLATE

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.
Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to Lucinda.Woodward@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than10mb total), you will need to send them in a second or third email.

Name of CLG
Type here.

Report Prepared by: Type here. **Date of commission/board review:** Type here.

Minimum Requirements for Certification

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals. ***REMINDER**: Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.*
   Type here.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code. Type here.

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

B. New Local Landmark Designations (Comprehensive list of properties/districts designated under local ordinance, HPOZ, etc.)

1. During the reporting period, October 1, 2014 – September 30, 2015, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
Type here.	Type here.	Type here.	Type here.

***REMINDER**: Pursuant to California Government Code § 27288.2, "the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof."*

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

Property Name/Address	Date Removed
Type here.	Type here.

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? ☐ No
   ☐ Yes, in a separate historic preservation element. ☐ Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan. Type here.

2. Have you made any updates to your historic preservation plan or historic preservation element in your community's general plan? ☐ Yes ☐ No If you have, provide an electronic link. Type here.

3. When will your next General Plan update occur? Type here.

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

D. Review Responsibilities

1. **Who takes responsibility for design review or Certificates of Appropriateness?**

☐ All projects subject to design review go the commission.

☐ Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? Type here.

2. **California Environmental Quality Act**

- What is the role of the staff and commission in *providing input* to CEQA documents prepared for or by the local government? Type here.

  What is the role of the staff and commission in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government? Type here.

3. **Section 106 of the National Historic Preservation Act**

- What is the role of the staff and commission in *providing input* to Section 106 documents prepared for or by; the local government? Type here.

- What is the role of the staff and commission in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government? Type here.

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Type here.	Type here.	Type here.	Type here.	Type here.

Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

Attach resumes and Statement of Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications not been met and how professional expertise is otherwise being provided. Type here.

2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? Type here.

B. **Staff to the Commission/CLG staff**

1. Is the staff to your commission the same as your CLG coordinator? ☐ Yes ☐ No
2. If the position(s) is not currently filled, why is there a vacancy? Type here.

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Type here.	Type here.	Type here.	Type here.

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

C. Attendance Record

Please complete attendance chart for each commissioner and staff member. Commissions are required to meet four times a year, at a minimum.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
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Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
Type here.	Type here.	Type here.	Type here.	Type here.

Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year
NOTE: California CLG procedures require CLGs to submit survey results including historic contexts to OHP. If you have not done so, submit a copy (PDF or link if available online) with this report.

Context Name	Description	How it is Being Used	Date Submitted to OHP
Type here.	Type here.	Type here.	Type here.

B. New Surveys or Survey Updates (excluding those funded by OHP)

NOTE: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP

Type here.	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From _ To_	Reason	Date of Change
Type here.	Type here.	Type here.	Type here.	Type here.

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
Type here.	Type here.	Type here.

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

V. National Park Service Baseline Questionnaire for new CLGs (certified after September 30, 2015).

- NOTE: OHP will forward this information to the NPS on your behalf. Guidance for completing the Baseline Questionnaire is located at http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx.

A. CLG Inventory Program

1. What is the net cumulative number of historic properties in your inventory as of September 30, 2015? This is the total number of historic properties and contributors to districts (or your best estimate of the number) in your inventory from **all** programs, local, state, and Federal. Type here.

Program Area	Number of Properties
Type here.	Type here.

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. As of September 30, 2015, did your local government have a local register program to create local landmarks/local historic districts (or a similar list of designations created by local law? ☐ Yes ☐ No

2. If the answer is yes, what is the net cumulative number (or your best estimate of the number) of historic properties (i.e., contributing properties) locally registered/designated as of September 30, 2015? Type here.

C. Local Tax Incentives Program

1. As of September 30, 2015, did your local government have a local historic preservation tax incentives program (e.g. Mills Act)? ☐ Yes ☐ No

2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties whose owners have taken advantage of those incentives as of September 30, 2015? Type here.

D. Local "Bricks and Mortar" Grants/Loans Program

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

1. As of September 30, 2015, did your local government have a locally-funded, historic preservation grants/loan program for rehabilitating/restoring historic properties? Type here.

2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties assisted by these grants or loans as of September 30, 2015? Type here.

E. Local Design Review/Regulatory Program

1. As of September 30, 2015, did your local government have a historic preservation regulatory law(s) (e.g., an ordinance requiring Commission/staff review of 1) local government undertakings and/or 2) changes to or impacts on properties with a historic district? ☐ Yes ☐ No

2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties that your local government has reviewed under that process as of September 30, 2015? Type here.

F. Local Property Acquisition Program

1. As of September 30, 2015, did your local government by purchase, donation, condemnation, or other means help to acquire or acquire itself some degree of title (e.g., fee simple interest or an easement) in historic properties?
   ☐Yes ☐No

2. If the answer is yes, what is the cumulative number (or your best estimate of the number) of historic properties with a property interest acquisition assisted or carried out by your local government as of September 30, 2015?
   Type here.

VI. Additional Information for National Park Service Annual Products Report for CLGs

NOTE: OHP will forward this information to NPS on your behalf. **Please read** "Guidance for completing the Annual Products Report for CLGs" located http://www.nps.gov/clg/2015CLG_GPRA/FY2014_AnnualReportGuidance-May2015.docx.

A. CLG Inventory Program

During the reporting period (October 1, 2015-September 30, 2016) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of

the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Type here.	Type here.

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. During the reporting period (October 1, 2015-September 30, 2016) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? ☐ Yes ☐ No

2. If the answer is yes, then how many properties have been added to your register or designated since October 1, 2015?

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2015-September 30, 2016) did you have a Local Tax Incentives Program, such as the Mills Act? ☐ Yes ☐ No

2. If the answer is yes, how many properties have been added to this program **since** October 1, 2015?

Name of Program	Number of Properties Added During 2015-2016	Total Number of Properties Benefiting From Program
Type here.	Type here.	

D. Local "bricks and mortar" grants/loan program

1. During the reporting period (October 1, 2015-September 30,2016) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? ☐ Yes ☐ No

2. If the answer is yes, then how many properties have been assisted under the program(s) **after** October 1, 2015? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2015-September 30, 2016) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? ☐ Yes ☐ No

2. If the answer is yes then, since October 1, 2015, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s)? Type here.

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2015-September 30, 2016) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? ☐Yes ☐ No

2. If the answer is yes, then how many properties have been assisted under the program(s) **since** October 1, 2015? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

Certified Local Government Program -- 2015-2016 Annual Report

(Reporting period is from October 1, 2015 through September 30, 2016)

VII. In addition to the minimum CLG requirements, OHP is interested in a Summary of Local Preservation Programs

A. What are the most critical preservation planning issues? Type here.

B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? Type here.

C. What recognition are you providing for successful preservation projects or programs? Type here.

D. How did you meet or not meet the goals identified in your annual report for last year? Type here.

E. What are your local historic preservation goals for 2015-2016? Type here.

F. So that we may better serve you in the future, are there specific areas and/or issues with which you could use technical assistance from OHP? Type here.

G. In what subject areas would you like to see training provided by the OHP? How you like would to see the training delivered (workshops, online, technical assistance bulletins, etc.)?

Training Needed or Desired	Desired Delivery Format
Type here.	Type here.

H. Would you be willing to host a training working workshop in cooperation with OHP? ☐ Yes ☐ No

G. Is there anything else you would like to share with OHP?

XII Attachments

☐ Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff

☐ Minutes from commission meetings

☐ Drafts of proposed changes to the ordinance

☐ Drafts of proposed changes to the General Plan

☐ Public outreach publications

Email to Lucinda.Woodward@parks.ca.gov

ATTACHMENT F

CHAPMAN WOODS NEIGHBORHOOD MAP

