



# Historic Resources Board

## Staff Report (ID # 14263)

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**Report Type:** Consent Calendar **Meeting Date:** 4/14/2022

**Summary Title:** HRB Approved Work Plan 2022-23 Updated to New Format

**Title:** Consent: Historic Resources Board Work Plan for 2022-23 Updated to New Format

**From:** Jonathan Lait

### Recommendation

The HRB may wish to make additional comments on the Work Plan, as appropriate, given the conversion of the plan contents to the new work plan format.

### Background

On January 27, 2022 and March 10, 2022, the Historic Resources Board (HRB) reviewed, commented on, and provided support to staff to finalize the 2022-23 HRB Work Plan in conversion to the new format, for transmission to the City Council.

No action is required by the HRB for this item. Staff will transmit the attached reformatted Work Plan to City Council. Staff notes that the Council action on March 21, 2022 is now cited in the updated work plan.

### Attachments:

- Attachment A: HRB work plan for 2022-23 Reformatted (PDF)



## Historic Resources Board

### 2022-2023 Workplan Overview

Date approved by HRB: 3/10/2022

Staff Liaison: Amy French, Chief Planning Official  
Lead Department: Planning and Development Services

#### About the Commission

Palo Alto, a Certified Local Government (CLG), is responsible to identify, evaluate, register, and preserve historic properties within its jurisdiction and promote the integration of local preservation interests and concerns into local planning and decision-making processes. Staff prepares an annual CLG report of the activities and submits these to the State Office of Historic Preservation. This HRB Work Plan covers May 2022 - April 2023. The HRB is 7 members (no vacancies currently) with terms of 3 years, staggered per Palo Alto Municipal Code (PAMC) Section 2.27.020. Residency is only required for one member: owner/occupant of a category 1 or 2 historic structure, or of a structure in a historic district. HRB webpage: <https://www.cityofpaloalto.org/City-Hall/Boards-Commissions/Historic-Resources-Board>. PDS historic preservation webpages: <https://www.cityofpaloalto.org/Departments/Planning-Development-Services/Historic-Preservation>

#### Current Commissioners

- Caroline Wills (Chair)
- Christian Pease (Vice Chair)
- 5 other board members: David Bower, Margaret Wimmer, Gogo Heinrich, Mike Makinen, Alisa Eagleston-Cieslewicz

#### Mission Statement

Per Palo Alto Municipal Code Chapter 2.27 Historic Resources Board, Section 2.27.040 Duties, HRB purview is:

- (a) Render advice and guidance to a property owner upon the owner's application for alteration of any historic singlefamily or duplex building in the downtown area and any such building designated as significant elsewhere in the city.
- (b) Inform the ARB of the historical and/or architectural significance of historic commercial and multiple-family structures in the downtown area and any such buildings designated as significant elsewhere in the City that are under review by the ARB. Submit recommendations to the ARB regarding proposed exterior alterations of such historic structures.
- (c) Recommend to the council the designation of additional buildings and districts as historic. Research available information and add historical information to the inventory sheets of historic structures/sites. This inventory is maintained in the department of planning and development services.
- (d) Perform such other functions as may be delegated from time to time to the HRB by the City Council.

#### Prior Year Accomplishments

The City submitted the CLG report for the October 2019 through September 2020 reporting period by the deadline in 2021. During the 20-21 work plan period, from June 2021 through April 14, 2022, the HRB met nine times in public hearings. The HRB reviewed and provided recommendations for exterior alterations of historic resources. The staff and preservation consultant continued to implement policy L7.2 as an ongoing activity. In Fall 2021, the HRB learned about recently adopted state legislation and partnered with staff to propose initiation of Comprehensive Plan program L7.1.1 during several HRB public hearings including the January 27, 2022 HRB retreat and March 10.



## Historic Resources Board

### 2022-2023 Workplan

**PURPOSE STATEMENT:** The Board/Commission's goals and purposes (purview) are set in Palo Alto Municipal Code Chapter 2.27 Historic Resources Board, Section 2.27.040 Duties

**PROJECT/GOAL 1 :** ONGOING: Review alterations to historic resources. Review and provide recommendations on exterior alterations to historic resources in the Downtown (including SOFA) and on exterior alterations to Significant buildings (Inventory categories 1 and 2, and in Historic Districts) outside Downtown; support inventory nominations and category upgrades; Update Review Bulletin previously approved by the HRB for use in October 2016, but which now needs adjustment.

BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
HRB's purview includes review of exterior alterations, support inventory category upgrades, and make nominations to our local inventory. Review of and clarifications to update the 2016 Review Bulletin will benefit the community's understanding of how the City reviews alterations to historic resources.	Ongoing - historic reviews and category upgrades are performed pursuant to PAMC 16.49; Consideration of bulletin changes will be taken up by the HRB during the first quarter of the workplan.	Staff, the city's qualified historic preservation consultant, and the HRB review alterations and category upgrades to certain historic resources. Staff and the HRB will partner in the Bulletin update effort.	Listed historic resources undergoing exterior alterations subject to HRB review presented to the HRB. Bulletin updated and posted to the City's historic preservation program webpages.	Yes. PAMC 16.49 sets forth which resources shall be reviewed by the HRB.
<b>HIGH PRIORITY</b>		<b>LOWER PRIORITY</b>		<b>COUNCIL-DIRECTED POLICY UPDATE</b>
Review of alteration projects is high priority as primary work of the HRB per PAMC 16.49.		Bulletin revisions are a medium priority - clarifications would help staff and the community.		N/A

<p><b>PROJECT/GOAL 2:</b> Support implementation of Comp Plan Policies. Continue to support Policy L7.2 implementation (prepare historic evaluations to determine eligibility for the California Register of Historical Resources and associated tracking). Launch implementation of Policy L7.1.1: March 21, 2022, Council directed staff to "work with the HRB to review the approximately 165 properties deemed eligible previously and make recommendations for listing on the City's local inventory in accordance with the process set forth in PAMC 16.49 and collaborate with the HRB for community engagement."</p>				
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
Continuing Policy L7.2 implementation allows the City to learn historic status of buildings prior to proposed demolitions. The impact of a Policy 7.1.1 launch is community engagement regarding values of preservation. Previously prepared forms will assist HRB, Council to consider nominations to our local inventory; listed properties gain access to existing preservation incentives.	Policy 7.2 is ongoing activity; property owners request historic evaluations. Policy L7.1.1 implementation will begin with outreach to owners of historic properties. Staff will begin followingt consultant contract execution (no deadline/no grant funding has been requested for this effort to date).	Policy L7.2: case by case evaluations funded by property owners. Policy L7.1.1: Qualified historic preservation consultant needed to ascertain whether previously eligible properties remain and retain integrity. Consultant assistance needed to help staff with outreach and reports to the HRB and Council.	Policy 7.2: City gradually finds properties previously unevaluated to be either ineligible or eligible for California Register. Policy 7.1.1: City makes strides toward listing properties on its local inventory and more owners have access to existing incentives for historic resources.	Certified Local Government activities - evaluate properties for historic status and nominate properties for listing on local inventory
<b>PROJECT/GOAL 2:</b>		<b>LOWER PRIORITY</b>		<b>COUNCIL-DIRECTED POLICY UPDATE</b>
High priority for the HRB to implement Comprehensive Plan policies related to historic resources		These are not low priority goals and objectives		N/A
<p><b>PROJECT/GOAL 3:</b> Improve outreach, review incentives, develop work program for FY 23-24. Review and recommend improvements to outreach materials regarding the program, including incentives for rehabilitation. Consider implementing additional historic preservation policies in the Comprehensive Plan, such as L7.1.2: Reassess Historic Preservation Ordinance</p>				
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
Outreach and incentives review will help the community understand benefits to historic designation. Reviewing and reassessing PAMC 16.49 would enable Council to consider/make decisions regarding the City's program.	Outreach materials improvements are contemplated for the first half of the work program year. Reassessment of the ordinance is targeted to begin during the second half of the work program year unless other projects/goals are unfinished.	Staff is working to fill current planning vacancies. HRB Staff Liaison will seek assistance from on-call preservation consultant.	Outreach materials updated and posted. Work program developed for following year. Ordinance evaluation presented to City Council.	Comp Plan Policy L7.1.2
<b>HIGH PRIORITY</b>		<b>LOWER PRIORITY</b>		<b>COUNCIL-DIRECTED POLICY UPDATE</b>
Outreach materials improvement.		Reassessing PAMC 16.49		N/A

<b>PROJECT/GOAL 4:</b> Tailored Mills Act Program discussion: Finalize outreach approach and bring forward program report to City Council				
<b>BENEFICIAL IMPACTS</b>	<b>TIMELINE</b>	<b>RESOURCES NEEDED</b>	<b>MEASURE OF SUCCESS</b>	<b>STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED</b>
A tailored program can be a real incentive to historic preservation and result in rehabilitation of significant resources.	This is targeted as a third quarter activity, unless other projects/goals are unfinished.	HRB Ad Hoc committee worked on a draft of a tailored Mills Act program. Additional work to consider a pilot program outreach approach would require staff time and consultant assistance.	A report is sent to Council describing a Tailored Mills Act program.	N/A (many CLGs in California have Mills Act Programs)
<b>HIGH PRIORITY</b>		<b>LOWER PRIORITY</b>		<b>COUNCIL-DIRECTED POLICY UPDATE</b>
Finish the work previously drafted - Ad Hoc Committee effort		Compared to other goals this is a lower priority goal		N/A