

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

**INSTRUCTIONS:** This is 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](mailto: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 than 10mb total), you will need to send them in a second or third email.

**Name of CLG**

*City of Santa Cruz 2*

**Report Prepared by:** *Ryan Bane*

**Date of commission/board review:** TBD

## **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.

*None*

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.  
<http://www.cityofsantacruz.com/government/city-departments/planning-and-community-development/public-hearing-bodies-commissions/historic-preservation-commission>

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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

1. During the reporting period, October 1, 2018 – September 30, 2019, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
<a href="#">None</a>	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	Reason
<a href="#">None</a>	<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>

## 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 or to the separate historic preservation element. [No](#)

## D. Review Responsibilities

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

☐ All projects subject to design review go the commission.

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

☒ Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? *Single-story additions less than 500 square feet on the rear ¾ of the building; and, other minor window, door and roofing projects on the rear ¾ of the building.*

## 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? *Staff provides input; the Commission reviews any CEQA documents which are involved with projects which require their review.*

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? *See above.*

## 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? *Staff provides input.*
- 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? *Staff and Commission provide input.*

## 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
Traci Bliss	Educator	9/11/18	1/1/23	_____
Dennis Deigo	Architect	5/23/17	1/1/20	_____
Ross Gibson	Historian	1/22/19	1/1/21	_____

## Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Jessica Kusz	Historic Preservation Project Manager	1/24/17	1/1/21	<a href="#">_____</a>
Don Lauritson	Retired City Planner	1/23/18	1/1/22	<a href="#">_____</a>
Joe Michalak	Retired	1/23/18	1/1/22	<a href="#">_____</a>
Albert Narath	Educator	9/11/18	1/1/20	<a href="#">_____</a>
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. [N/A](#)
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? [N/A](#)

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

1. Is the staff to your commission the same as your CLG coordinator? ☒ Yes ☐ No If not, who serves as staff? [Click or tap here to enter text.](#)
2. If the position(s) is not currently filled, why is there a vacancy? [N/A](#)

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Ryan Bane	Urban Planner	Planning & Community Development	<a href="mailto:rbane@cityofsantacruz.com">rbane@cityofsantacruz.com</a>

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

## 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. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Traci Bliss	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dennis Diego	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ross Gibson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jessica Kusz	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don Lauritson	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Joe Michalak	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Albert Narath	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ryan Bane	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 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
Dennis Diego Don Lauritson Joe Michalak	California & Federal Legislative Update	1.5 hr.	California Preservation Foundation (CPF)	November 8, 2018

## Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Ryan Bane				
Joe Michalak	Finding Funding: The National Trust Grants Program: Diana Maxwell	1.5 hr.	Preservation Leadership Forum of the National Trust for Historic Preservation	December 19, 2018
Joe Michalak	Preservation Advocacy & Law, Pt. 1: CEQA Case Law	1.5 hr.	CPF	February 21, 2019
Joe Michalek	Preservation Advocacy & Law, Pt. 2: Lessons Learned from Victories	1.5 hr.	CPF	February 26, 2019
Joe Michalak	Training on the Secretary of Interior Standards. Sponsored by the County of Santa Cruz, Historic Resources Commission	2.0 hr.	Leslie Dill of Archives and Architecture	June 24, 2019
Joe Michalak Ryan Bane	Planning & Zoning Pt. 2: Effective Community Advocacy	1.5 hr.	CPF	July 16, 2019
Joe Michalak Ryan Bane	Case Examples of Contextual Infill	1.5 hr.	CPF	August 13, 2019
Joe Michalak Ryan Bane	Building a Bullet Proof Case for the Economic Benefits of Historic Preservation	1.5 hr.	CPF	September 25, 2019

### **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 (excluding those funded by OHP)**

**NOTE:** California CLG procedures require CLGs to submit survey results, including historic contexts, to OHP. (If you have not done so, submit an electronic copy or link if available online with this report.)

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Context Name	Description	How it is Being Used	Date Submitted to OHP
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

## 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
None	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? 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? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
"May is Preservation Month" Poster	"Old is the New Green: Continuity, Sustainability" Eleven images of buildings on the Historic Building Survey. Poster created by Commissioner Michalak, posted on City and Commission website.	May 1–31

## Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Item or Event	Description	Date
"May is Preservation Month" Santa Cruz Public Library Exhibits	1. "Historic Building Survey: 1976 to present" 2. "History of One the Oldest Houses in Santa Cruz: 114 Escalona Drive" Exhibit created by Commissioner Michalak and Judith Steen, former commissioner.	May 1–31
"Research the History of Your House with Digital Tools"	Public lecture at Santa Cruz Public Library. "Guide to resources for researching house history" (incl. handout) Commissioner Michalak. Jointly sponsored by Santa Cruz Public Library and the Historic Preservation Commission.	May 4
"Imagining and Making a University Campus at Santa Cruz."	Public lecture at Santa Cruz Public Library. Frank Zwart, retired Assoc. Vice Chancellor for Physical Planning & Construction and Campus Architect Emeritus. Jointly sponsored by Santa Cruz Public Library and the Historic Preservation Commission.	May 25
Landmark Map Tour	Story maps illustrating twenty-eight city landmarks with text and GIS map locations. (ESRI) <a href="https://cruzgis.maps.arcgis.com/apps/MapTour/index.html?appid=7a904e2886be4b48bab1dc5dfbad2765">https://cruzgis.maps.arcgis.com/apps/MapTour/index.html?appid=7a904e2886be4b48bab1dc5dfbad2765</a> Commissioners supplied images and text.	2019
Santa Cruz County History Fair	Commissioners answered the public's questions about the preservation program. Displayed proposed Santa Cruz Wave Motor interpretive signs and demonstrated GIS landmark story map. Tables displayed Historic Building Surveys, Context Statement, and Neighborhood Walking Tours. Commissioners Bliss, Kusz, and Michalak	May 18
Santa Cruz Museum of Art & History: Blue Plaque Landmark Awards	Commissioners Bliss, Diego, Gibson, Kusz, Lauritson, and Michalak attended. Commissioners Bliss, Diego, and Michalak prepared Certificates of Appreciation that were awarded to three properties listed on the Historic Building Survey: 1809 E. Cliff Drive; 1310 West Cliff Drive, 325 Ocean View Avenue. Blue Plaque Landmark Plaque awarded to 116 Taylor Street (Commissioner Lauritson)	May 11



# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Item or Event	Description	Date
	Brief talk given on the history of the Neary Building and the Triplett House for their replacement blue plaques (Commissioner Gibson)	
"Seabright: Santa Cruz Cultural Hub in the Early 20 <sup>th</sup> Century"	Lecture by Commissioner Bliss at the Branciforte Branch of the Santa Cruz Public Library.	June 1

## **ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS 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 at [http://www.nps.gov/clg/2015CLG\\_GPRA/FY2013\\_BaselineQuestionnaireGuidance-May2015.docx](http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx).**

### **A. CLG Inventory Program**

During the reporting period (October 1, 2018-September 30, 2019) 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
None	None

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

- During the reporting period (October 1, 2018-September 30, 2019) 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

## Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

2. If the answer is yes, then how many properties have been added to your register or designated from October 1, 2018 to September 30, 2019? None

### C. Local Tax Incentives Program

1. During the reporting period (October 1, 2018-September 30, 2019) 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 from October 1, 2018 to September 30, 2019? *Click or tap here to enter text.*

Name of Program	Number of Properties Added During 2018-2019	Total Number of Properties Benefiting From Program
Type here.	Type here.	<i>Click or tap here to enter text.</i>

### D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2018-September 30, 2019) 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) from October 1, 2018 to September 30, 2019? 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, 2018-September 30, 2019) 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, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s) from October 1, 2018 to September 30, 2019? 8

## Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

### F. Local Property Acquisition Program

1. During the reporting period (October 1, 2018-September 30, 2019) 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) from October 1, 2018 to September 30, 2019? Type here.

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

### IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN A SUMMARY OF LOCAL PRESERVATION PROGRAMS

- A. What are your most critical preservation planning issues? **Critical preservation planning issues include funding for staff to implement and process historic permits as well as promote historic preservation (ie. events, printing of posters/brochures, historic signage, etc.), balancing historic preservation with the development of much needed housing, and the review of proposals to demolish non-listed structures over 50 years of age.**
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? **Our preservation regulations have been effective in the review and approval of alterations to listed properties in a manner that does not cause project delays and is accepted as reasonable by the majority of owners. The community generally values historic properties and developers understand that, where applicable, rehabilitation and preservation of such properties should be part of their projects**
- C. What recognition are you providing for successful preservation projects or programs? **The Commission awards certificates of Appreciation each year during the local Museum of Art & History's Historic Blue Plaque Award event which takes place in early May of each year.**

# Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- D. What are your local historic preservation goals for 2019-2020? **To be discussed at the HPC meeting**
- E. 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? **Provide nearby training and resources on methods to further historic preservation. Provide training and research on CEQA review of alterations to and/or demolition of structures that qualify as cultural resources but are not designated as historic. Our Commissioners have shown they are much more likely to attend local or nearby training events or webinar type events.**
- F. 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
<ul style="list-style-type: none"><li>• Applying the Secretary of the Interior's Standards</li><li>• Determining if non-listed structures that qualify as cultural resources can be demolished or altered significantly.</li></ul>	Local workshop or webinar

- G. Would you be willing to host a training working workshop in cooperation with OHP? ☒ Yes ☐ No
- H. Is there anything else you would like to share with OHP? *Click or tap here to enter text.*

## **XII Attachments (electronic)**

- ☐ 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](mailto:Lucinda.Woodward@parks.ca.gov)

February 13, 2020  
From: Joe Michalak  
To: Historic Preservation Commissioners  
Subj: 2019–2020 Commission Goals

For the annual Certified Local Government (CLG) report we are required to indicate the goals of the local preservation program. Below are suggested goals for 2019–2020, some of which are continued from the previous year.

Proposed 2019–2020 Goals: (October 1, 2019–September 30, 2020) (For discussion at February 19<sup>th</sup> meeting)

1. Continue the work of the HPC subcommittee to review and suggest changes to website organization and content. The goal is to improve navigation and include appropriate up-to-date content.
2. Continue the work of the HPC subcommittee charged with: 1) evaluating the HPC's involvement in reviewing non-listed residential and commercial structures over fifty years that are proposed for demolition in order to evaluate their potential significance as historic resources; 2) developing a procedure for the HPC's involvement in reviewing historic reports (DPRs, etc.) for sufficiency early in the approval process.
3. Complete the approval process for the Wave Motor interpretative signage and install signs at the designated West Cliff Drive locations.
4. Continue public outreach efforts (presentations, exhibits, web presence, etc.) during Preservation Month and throughout the year.
5. Review and complete the Historic Resource Survey Form.

#### **Previous year's Goals: (October 1, 2018–September 30, 2019)**

- 1. Review procedures for permits involving non-listed buildings older than fifty years for CEQA compliance.**
- 2. Create an HPC subcommittee to review and suggest changes to website organization and content, in order to make the site more user-friendly and relevant for current and potential owners of historic structures.**
- 3. Create a procedure for identifying buildings/sites/objects for future study and potential listing on the Historic Building Survey.**

**4. Create an HPC subcommittee to expand public outreach events during Preservation Month.**

**5. Develop more proactive communications regarding training opportunities, including familiarization with interactive training sources available on the OHP website and programs sponsored by the California Preservation Foundation.**

**6. Explore potential grant funding to update/correct the walking tour brochures and migrate the content to an interactive virtual environment format.**