

CITY OF SACRAMENTO

Report Prepared by: Roberta Deering, Senior Planner for Historic Preservation

Date of commission/board review: 12/01/2010

Minimum Requirements for Certification

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

A. Preservation Laws

- What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals. *(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.)*

No changes made or contemplated during reporting period.

- Provide an electronic link to your ordinance or appropriate section(s) of the municipal code.

http://www.qcode.us/codes/sacramento/view.php?topic=17-v-17_134

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

- What properties/districts have been locally designated (or de-designated) this past year? For districts, provide a list of resource contributors and noncontributors.
See below.
- 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.” Have you done this?
In process.

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Property Name/Address	Date Designated/Removed	Date Recorded by County Recorder
Hall Luhrs Building, 914 – 2 nd Street	November 16, 2010 - Designated	In-Process
Bell & Cupola Monument, 5900 H Street	November 16, 2010 - Designated	In-Process

C. Historic Preservation Element/Plan

- If you address historic preservation in your general plan, is it in a separate historic preservation element or is it included in another element? Provide an electronic link to the historic preservation section(s) of the General Plan.

The City of Sacramento’s 2030 General Plan includes a preservation element, titled, “Historic & Cultural Resources”

http://www.sacgp.org/documents/04_Part2.02_HistoricandCulturalResources_000.pdf

- Have you made any updates to your historic preservation plan or historic preservation element in your community’s general plan? If you have, provide an electronic link.
No updates.
- When will your next General Plan update occur?
2014

D. Review Responsibilities

D.1 Design Review/Certificates of Appropriateness

- Who takes responsibility for design review or Certificates of Appropriateness?
See chart attachment #1.
- Do all projects subject to design review go the commission, or are some reviewed at the staff level without commission review?
See chart attachment #1.
- What is the threshold between staff-only review and full-commission review?
See chart attachment #1.

D.2 California Environmental Quality Act

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

Preservation Staff provides recommendations to City's Environmental Planning Staff on: scopes of work for consultants; reviews, comments and edits on administrative drafts of environmental documents; and recommendations on preliminary determinations on eligibility of properties involved in a project.

- 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?

Preservation Commission reviews Draft EIR Cultural Chapters, and Cultural Resources Technical Appendices, for projects involving potentially-eligible resources.

D.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?

Preservation Staff provides review and recommendations to City Staff involved in preparation of Section 106 documents. In a recent Programmatic Agreement (PA), Preservation Commission reviewed and commented on the draft PA.

- 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?

Preservation Staff reviews administrative drafts of Section 106 documents City projects. If the project is one that requires a hearing by the Preservation Commission, they would review the Section 106 documents as part of the project review.

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

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A. Commission Membership

- Who are the current members (and alternates, if applicable)?
- Do they represent a professional discipline or do they represent a public role?
- What is their date of appointment and when does their appointment expire?
- What is their email address?
- Include resumes and Statement of Qualifications forms for all members. If you do not have two qualified professionals on your commission, why have the professional qualifications not been met and how is professional expertise being provided? If all positions are not currently filled, why is there a vacancy, and when will the position will be filled?

Name	Discipline	Date Appointed	Date Appt. Expires	Email Address
Scott Blunk, LEED AP	Licensed Contractor	03.31.2009	01.16.2013	<i>Contact Staff Below</i>
Timothy Brandt, AIA, LEED AP	Licensed Historical Architect	01.16.2007	01.16.2011	<i>Contact Staff Below</i>
Andrew Hope	Architectural Historian	01.16.2007	01.16.2013	<i>Contact Staff Below</i>
Karen Jacques	At-Large	01.16.2007	01.16.2012	<i>Contact Staff Below</i>
Melissa Mourkas	Landscape	07.29.2008	01.16.2011	<i>Contact Staff Below</i>
Joe Stinson	At-Large	01.16.2007	01.16.2012	<i>Contact Staff Below</i>
Fred Turner, SE	Registered Structural Engineer	02.27.2007	01.16.2011	<i>Contact Staff Below</i>

B. Commission Staff

- Who are your current commission/CLG staff?
- What are their disciplines, and their dates of appointment/assignment?
- Is the staff to your commission the same as your CLG coordinator?
- Include resumes and Statement of Qualifications forms for all new staff.
- If the position(s) is not currently filled, why is there a vacancy?

Name/Title	Discipline	Dept. Affiliation	Email Address
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Name/Title	Discipline	Dept. Affiliation	Email Address
William Crouch Urban Design Manager, Preservation Director, Design Director	Architecture, Urban Design, Preservation Appointed April 2006	Community Development Department	wrcrouch@cityofsacramento.org
Roberta Deering Senior Planner for Historic Preservation	Preservation, Planning, Architectural History Appointed November 2003	Community Development Department	rdeering@cityofsacramento.org

C. Attendance Record

- Please attach in chart form for each commissioner and staff member, the attendance records for meetings. Commissions are required to meet four times a year, at a minimum.

D. Training Received

- What training has each commissioner and staff member received, including descriptions and dates of training, duration of training, and training provider? 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	Duration of Training	Training Provider	Date
Melissa Mourkas	Identifying & Nominating Historic Landscapes	1 hour (presenter)	Sacramento Master Gardeners	02/09/2010
Roberta Deering	Local Government Preservation Programs Workshop	2 hours (presenter)	California Preservation Foundation	03/31/2010
Melissa Mourkas	K Street Design Presentations	2 hours	City of Sacramento	03/22/2010
Scott Blunk William Crouch Roberta Deering	California Preservation Conference, various sessions	2 days (some as presenters)	California Preservation Foundation	05/12-15/2010
Tim Brandt	CA Historical Building Code Workshop	1 day (presenter)	California Preservation Foundation	07/28/10

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Tim Brandt William Crouch Roberta Deering	LEED for Neighborhood Development	2 hours	AIA/US Green Building Council Northern California Chapter	08/12/10
Tim Brandt	Cleaning of Historic Masonry	1 hour	Diedrich Technologies	09/22/10
Tim Brandt	LEED for Existing Buildings O&M	7 hours	US Green Building Council Northern California Chapter	09/29/10

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

A. Historical Contexts

- Have you initiated, researched, or developed any historic contexts? If you have, list and describe in several sentences each historic context, how it is being used, and the date submitted to OHP (California CLG procedures require CLGs to submit survey results including historic contexts, to OHP.) If you have not done so, submit a copy with this report.

Context Name	Description	How it is Being Used	Date Submitted
River District	History and significance of area north of Downtown Sacramento relative to transportation connections, railroad, highway, agricultural and warehouse structures; mid-century modern architecture; itinerant laborers and persons in temporary circumstances relative to housing.	To inform Landmark and Historic District nominations to the Sacramento Register	Attached with this report.
Hollow Sidewalks/Raised Streets (Begun by City; being completed by the Sacramento Old City Association, a Preservation organization begun in the 1970s.)	History and significance of Downtown Sacramento's flood protection system of raising street grades and building new sidewalks at new street grade.	To determine if resources are potentially eligible for listing.	In Progress.

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B New Surveys (excluding those funded by OHP)

- Have you carried out any surveys or re-surveys? If you have, list the area surveyed, level (reconnaissance or intensive), acreage, number of properties surveyed, and the date you submitted the survey to OHP. (California CLG procedures require CLGs to submit survey results including historic contexts, to OHP.) If you have not done so, submit a copy with this report.
- Keep in mind that 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.
- How are you using the survey data?

Area	Context Based- yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed
River District Survey Update	Generally	Reconnaissance and Intensive	776	Between 10 and 20, dependent on nature of update.	July, 2009

C. Changes to Inventories

- Have you made corrections to you inventory of historic properties, or have you identified any corrections that need to be made?
- If you have, what are the reasons for the changes (new information, alteration [approved/not approved], demolition [approved/not approved], etc.)?
- Have you changed the status codes of any properties in your inventory? Submit the changes with this report.

Property Name/Address	Additions/Deletions to Inventory	Changes to Status Codes	Reason	Date of Change
1001 E Street	To be determined.	Owner deciding if interested in reconstruction per SOI Reconstruction Standards.	Building destroyed by fire.	Destroyed by fire in August, 2010.

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

A. Public Education

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

Item or Event	Description	Date
Preservation Commission/Public Training	Training Presentation by Commissioner Mourkas- Evaluation & Treatment of Historic Landscapes (also presented to the City Parks Dept. Staff in Dec. 2009)	Nov. 4, 2009
Southside Neighborhood Association Monthly Meeting	Commissioner Jacques and Staff Deering presentation on the City's Preservation Program	Dec.10, 2009
Sacramento Preservation Roundtable	Quarterly Meetings convened by the Sacramento Old City Association of organizations and individuals and the general public to provide updates and speakers on historic preservation related topics in Sacramento. Each meeting includes an update on the City's Preservation program, Preservation Commission and work of Sacramento Heritage, Inc.	Dec. 2009; March, June, Sept. 2010
Preservation Commission/Public Training	Training Presentation by Commissioner Turner- California Historical Building Code	Jul 7, 2010
Sacramento Register of Historic & Cultural Resources	Listing of properties listed in Sacramento Register as Landmarks, or as Contributing Resources in Historic Districts, by ordinance adopted by the City Council. Document available on-line, or at cost-per-page for copying. http://www.cityofsacramento.org/dsd/planning/preservation/documents/SacRegister-revised9-28-10.pdf	Sept. 2010 Update

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

What is the current status of preservation in your community? What are the most critical preservation planning issues?

The current status of preservation in Sacramento could be said to be relatively strong, with local preservation organizations staying active and stepping up to undertake cultural resources survey work, but also somewhat diminished due to reduced governmental staff and funding due to the City’s budget problems.

The Preservation Commission has identified completion of “Preservation Development Standards” especially for infill new construction in historic districts, finding solutions to the “demolition-by-neglect” problem, and updating codes and procedures for improvements in the City’s disaster response relative to historic resources, as the three most critical preservation planning issues facing the City of Sacramento.

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

The River District Specific Plan effort has integrally incorporated preservation goals and policies into the planning effort including updating the cultural resources survey for the area and pursuing the nomination/designation of eligible historic resources.

What incentives are you providing for historic preservation in your community, e.g., loan or grant programs, property tax reduction, zoning variances, etc.? What programs are you offering, what is the public utilizing, and how successful are the programs in promoting historic preservation? Please provide a brief overview narrative.

Name or Type of Incentive Program	How many properties have benefited?
Historic Places Grant Program	Two projects involving properties’ with grant awards are in process, and two new grant agreements are being negotiated at the time of this report.

What recognition are you providing for successful preservation projects or programs?

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The Preservation Commission is planning a special presentation at its' May, 2011, meeting to recognize successful preservation projects and programs.

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

Goals identified in last year's annual report included the following, shown as underlined bullet points.

Response to question in italics:

- Continue providing preservation project reviews in as timely a manner as possible, including increasing cross-training of Planning Staff. *The support of the other Planners in both the Current Planning and Environmental Planning Services units of the Planning Division has been tremendous; All the Planners are being assigned to various preservation applications, at all levels of review, under the supervision of the Senior Planner for Historic Preservation; Preservation Staff have trained the Planners in over-the-counter re-roof reviews and plans are proceeding for additional training on specific topics in 2011.*
- Complete Preservation Development [Preservation Project] Standards document. *The Preservation Commission has established an Ad-Hoc Committee to work with staff and stakeholders to complete this document, particularly the controversial "Chapter 8," dealing with infill new construction in historic districts.*
- Complete River District & Hollow Sidewalks/Raised Streets Surveys and nominate eligible properties, including nomination of Boulevard Park Historic District and River District's PG&E Building to the National Register of Historic Places, both of which are being undertaken by Graduate Students in CSUS Public History program. *The River District Historic Survey Update was completed in the summer of 2009; the Hollow Sidewalks/Raised Streets Survey is being completed by the end of 2010 under the auspices of the Sacramento Old City Association, since the City's funding was not sufficient to assure its completion; the PG&E National Register nomination was submitted and the property was listed in the National Register; it is our understanding that the Boulevard Park Historic District National Register nomination is nearing completion.*
- Nominate remaining eligible properties identified in the Oak Park Survey. *The Preservation Office's Graduate Student Intern is preparing the materials needed for the nomination of the individually-eligible properties identified in the Oak Park survey, and it is anticipated that the nominations may be ready for hearing by March 2011.*
- "Publish" update to Sacramento Register of Historic & Cultural Resources. *Completed, September 2010.*

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- Assist with Programmatic Agreement-related work for the Intermodal Station. *In process.*
- Begin process to consider amendments to Historic Preservation Ordinance related to 50-year-old structure demolition reviews and minimum maintenance (see above.) *Workload and limited staff prevented this from being pursued.*
- Complete work as needed for Historic Places Grant program recipients. *In process.*
- Secure on-going assistance from volunteer Graduate Student Interns to assist with the above. *Currently, one intern “at work!”*

What are our local historic preservation goals for 2010-2011?

- **Continue providing preservation project reviews in as timely a manner as possible, including increasing cross-training of Planning Staff.**
- **Complete “Preservation Development Standards” document;**
- **Present feasible and practical options to address “demolition by neglect” issue;**
- **Address code and procedural issues needed relative to update disaster response for historic properties.**

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

Suggestions for specific areas where assistance/training would be welcome: Energy efficiency and the Secretary of the Interiors Standards; context statement and survey training, including use of volunteers; California Historical Building Code.

Training on-line would be helpful, since travel budgets have been eliminated.

Would you be willing to host a training working workshop in cooperation with OHP? **We would be very willing!**

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XII Attachments

✓ **Attachment #1 – Level of Review Thresholds**

Public outreach publications – see link above to **Sacramento Register of Historic & Cultural Resources**; also, see link to **Sacramento Heritage, Inc.’s website** for information about **Sacramento Heritage’s new on-line walking tours** and the new **Historic Properties Plaque program** (in partnership with the City of Sacramento) at www.sacramentoheritage.org

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Attachment #1

Preservation Project Level of Review Thresholds & Process

PRESERVATION DEVELOPMENT PROJECT REVIEW

Pursuant to the Historic Preservation Chapter of the City Code, Ch. 17.134, Effective January 01, 2007

Threshold Levels of Review, Notification and Hearings Procedures

Properties: Applies to all properties that either have been designated, or have nominations pending, as Landmarks or within Historic Districts.

Work: Applies to any work affecting the site, including new construction and fencing, the exterior of a structure, including windows, and publically-accessible interiors determined to be significant by the Preservation Director, and any demolition or moving of any structure or significant site feature.

PROJECTS	REVIEW LEVEL	NOTIFICATION	HEARINGS
<p>1. Development projects that involve:</p> <p>a. Alteration to Landmark or Contributing Resource w/ sig. impact to character-defining features, original fabric or eligibility for listing in the Sacramento Register of Historic & Cultural Resources.</p> <p>b. New construction on site of Landmark or w/in Historic District that would have sig. impact on character-defining features of the resource, original fabric, or eligibility for listing in the Sacramento Register of Historic & Cultural Resources.</p> <p>c. Relocation of structure to site of a Landmark or w/in Historic District w/ sig. impact on character-defining features of the resource, original fabric or eligibility for listing in the Sacramento Register of Historic & Cultural Resources.</p> <p>2. Demolition or relocation of a Landmark or</p>	<p>PRESERVATION COMMISSION</p>	<p>Early Notification of Project: mailing to property owners w/in 300 feet of property and relevant neighborhood association/s at time of initial receipt of a project application that is deemed complete.</p> <p>Legal Notice of Hearing: mailing to property owners w/in 300 ft of project site and posting site-minimum of 10 days prior to Hearing date.</p> <p>Agenda posted (on bulletin board at New City Hall and on City Website) 72 hours in advance of Hearing.</p> <p>Record of Decision/Certificate of Appropriateness: Posted on City Website on the day following Hearing and mailed to applicant.</p>	<p>Public Hearing (Items 1 through 4, left column, subject to Appeal to the City Council; appeal must be filed w/in ten calendar days from date of decision)</p>

<p>contributing resource in a Historic District.</p> <p>3. Relocation of a structure to a vacant lot in an Historic District.</p> <p>4. Any project subject to Preservation Director review that Pres.Dir. elects to elevate to the Preservation Commission.</p> <p>5. Appeals of Preservation Director Decisions.</p>			
PROJECTS	REVIEW LEVEL	NOTIFICATION	HEARINGS
<p>1. Development projects not subject to Preservation Commission review and involves:</p> <p>a. New construction of structure on the site of a Landmark or w/in Historic District.</p> <p>b. Additions of new porches, dormers, or new conditioned space on primary facades or affecting significant features or characteristics.</p> <p>c. Alterations affecting primary facades, raising the structure, partial demolitions or other changes that could impact character-defining features or original fabric.</p> <p>d. Demolition or relocation of accessory structures not identified as significant features or characteristics of the Landmark/Contrib. resource, on sites of Landmarks or Contributing Resources.</p>	<p>PRESERVATION DIRECTOR HEARING</p>	<p>Early Notification of Project: mailing to property owners w/in 300 feet of property and relevant neighborhood association/s at time of initial receipt of project application deemed complete.</p> <p>Legal Notice of Hearing: mailing to property owners w/in 300 ft of project site and posting site- minimum of 10 days prior to Hearing date.</p> <p>Agenda posted (on bulletin board at New City Hall and on City Website) 72 hours in advance of Hearing.</p> <p>Record of Decision/Certificate of Appropriateness: Posted on City Website within 2 days following Hearing and mailed to applicant.</p>	<p>Public Hearing (subject to Appeal to the Preservation Commission; appeal must be filed w/in ten calendar days from date of decision)</p>

<p>2. Projects subject to Staff review that the Preservation Director elects to elevate to Preservation Director Hearing level.</p>			
<p>PROJECTS</p>	<p>REVIEW LEVEL</p>	<p>NOTIFICATION</p>	<p>HEARINGS</p>
	<p><i>--NOTE-- 3 LEVELS OF STAFF REVIEW</i></p>		
<p>Projects subject to neither Preservation Commission nor Preservation Director Hearing and not elevated to Preservation Director Hearing, nor subject to #s 1 or 2, below. Includes minor projects and Over-The-Counter reviews.</p>	<p><i>NON-NOTICED STAFF REVIEW</i></p>	<p>No notification, except for Projects per # 1 or # 2 below</p>	<p>No Public Hearing No Appeals, except for Projects per # 1 or #2 below</p>
<p>1. Projects subject to special notice and reconsideration procedures:</p> <ul style="list-style-type: none"> a. major changes or additions involving conditioned space affecting non-character defining features of the property's secondary facades; and b. removal of non-significant original features on the property's primary facades. 	<p><i>NOTICED STAFF REVIEW</i></p>	<p>Early Notification* of Project: Mailing to property owners w/in 300 feet of property and relevant neighborhood association/s at time of initial receipt of a project application deemed complete.</p> <p>Notice of Staff Action/Certificate of Appropriateness* Mailing to property owners w/in 300 feet of property and relevant neighborhood associations within 1 day of decision</p>	<p>Request for Reconsideration W/in 10 days* of decision, a request may be made to Preservation Director to reconsider Staff decision</p>

		and including information on requesting reconsideration.	
2. Projects subject to Staff Review AND also require approval of one or more Zoning Administrator entitlements	STAFF REVIEW WITH CONCURRENT ZONING ADMINISTRATOR HEARING	Early Notification and Legal Notice of Zoning Administrator Hearing	Zoning Administrator Hearing and Appeals (w/in ten calendar days of decision an appeal may be made to Planning Commission)
<ul style="list-style-type: none"> • If the color scheme has been determined (by the Preservation Director) to not be a significant character-defining feature of the historic resource <u>and</u> if the surface was originally painted, repainting of these surfaces does not require Preservation review. • Routine non-abrasive cleaning and maintenance does not require Preservation review. • If the plantings and landscape elements of the site have been determined (by the Preservation Director) to not be significant character defining features, site plantings does not require Preservation review. 	NO REVIEW REQUIRED	None	None

* Procedures for Early notification and the number of days for reconsideration requests is at discretion of Preservation Director, not specified in City Code.