



# REPORT TO PRESERVATION COMMISSION City of Sacramento

# 4

915 I Street, Sacramento, CA 95814-2671

REVIEW AND PROVIDE DIRECTION  
January 4, 2012

Members of the Preservation Commission

**Subject: Certified Local Government (CLG) 2010/2011 Annual Report - (M11-027)**

**Location/Council District:**

Citywide

All Council Districts

**Recommendation:** Review and Provide Direction

**Contact: Roberta Deering**, Senior Planner for Historic Preservation, (916) 808-8259

**Summary:** The City of Sacramento's Preservation Program is a "Certified Local Government" (CLG) program, a partnership program with the State Office of Historic Preservation (OHP) and the National Park Service (NPS.). As such, the City reports each year to the State Office of Historic Preservation on the City's program. Please review the message below, edited from an e-mail sent to all CLG contacts from OHP staff. Roberta Deering is the City of Sacramento's CLG contact. City Preservation Staff is requesting the Preservation Commission review and provide direction to City Staff to complete the form, based upon the information below and information requested in the Annual Report form. See the link to the form on-line that City Staff will need to complete and submit to OHP by the City's contact, by January 31, 2012.

**Background Information:**

## CLG ANNUAL REPORT

A new Certified Local Government (CLG) Annual Report form has been created by the State of California Office of Historic Preservation (OHP); see at link attached. This Annual Report form will also be available on OHP's website, as are the Commissioner Qualifications forms at [www.ohp.parks.ca.gov/?page\\_id=21239](http://www.ohp.parks.ca.gov/?page_id=21239).

**COMBINED OHP/NATIONAL PARK SERVICE REPORTS**

In the past, California CLGs were required to submit separate, but similar, annual reports to the California Office of Historic Preservation and the National Park Service.

OHP's CLG Annual Report focuses on the content of CLG program activities. OHP is interested in how well historic preservation programs are working in your communities, your successes and your challenges, and if there are ways OHP can assist.

The NPS Annual Products Report captures the number of significant properties designated or protected under local laws. The CLG program, including the CLG grants, is a federal program funded by the Historic Preservation Fund. The data collected documents the accomplishments of that federal program. Additional information about the reason NPS collects these numbers is found at [www.nps.gov/history/hps/clg/forms.html](http://www.nps.gov/history/hps/clg/forms.html).

This year for the first time, OHP is combing the two reports. Sections I – IV of the Annual Report form from OHP will be nearly identical to last year's. Sections V and VI will record the information that NPS needs. OHP will report to the NPS on the CLGs behalf. There will not need to be a separate report sent to NPS.

CLGs will complete either Section V or Section VI, but not both.

- Section V is a baseline questionnaire for new CLGs (certified after September 30, 2010). This includes Elk Grove, Ventura, and Sausalito.
- Section VI is the annual update of accomplishments.

**Conclusion:** Staff recommends the Preservation Commission review and provide direction to City Staff to complete the Certified Local Government (CLG) form.

Respectfully submitted by:   
ROBERTA DEERING, LEED AP BD+C  
Senior Planner for Historic Preservation

Recommendation Approved:   
WILLIAM CROUCH, AICP, AIA, LEED AP  
Urban Design Manager

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Attachment 1: Certified Local Government Program – 2010-2011 Annual Report Form

**Certified Local Government Program -- 2010-2011 Annual Report**  
(Reporting period is from October 1, 2010 through September 30, 2011)

**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.

The Email button at the end of the form will open Outlook with the form attached. Insert the address [woodward@parks.ca.gov](mailto:woodward@parks.ca.gov). 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** 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. **REMEMBER: 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 code. Type here.

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

1. During the reporting period, did you have a local register program to create local landmarks/local districts (or a similar list of designations) created by local law?     Yes     No
2. If the answer is yes, then, during the reporting period, what properties/districts have been locally designated?

### Certified Local Government Program -- 2010-2011 Annual Report

(Reporting period is from October 1, 2010 through September 30, 2011)

Property Name/Address	Date Designated	Number of Contributors in District	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."

3. 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?  Yes  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.

**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 -- 2010-2011 Annual Report**  
 (Reporting period is from October 1, 2010 through September 30, 2011)

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.

**4. 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**

<b>Name</b>	<b>Professional Discipline</b>	<b>Date Appointed</b>	<b>Date Term Ends</b>	<b>Email Address</b>
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.

**Certified Local Government Program -- 2010-2011 Annual Report**  
 (Reporting period is from October 1, 2010 through September 30, 2011)

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

Attach resumes and Statement of Qualifications forms for all members.

1. If your do not have two qualified professionals on your commission, why have the professional qualifications not been met and how is professional expertise 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 all new staff.

<b>Name/Title</b>	<b>Discipline</b>	<b>Dept. Affiliation</b>	<b>Email Address</b>
Type here.	Type here.	Type here.	Type here.

**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.

<b>Commissioner/Staff</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>
Type here.	<input type="checkbox"/>											
Type here.	<input type="checkbox"/>											

**Certified Local Government Program -- 2010-2011 Annual Report**  
 (Reporting period is from October 1, 2010 through September 30, 2011)

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**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.

<b>Commissioner/Staff Name</b>	<b>Training Title &amp; Description</b>	<b>Duration of Training</b>	<b>Training Provider</b>	<b>Date</b>
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
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Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

### Certified Local Government Program -- 2010-2011 Annual Report

(Reporting period is from October 1, 2010 through September 30, 2011)

Type here.	Type here.	Type here.	Type here.
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**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.

California CLG procedures require CLGs to submit survey results including historic contexts, to OHP. If you have not done so, submit a copy (electronic format preferred) with this report.

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.

**Certified Local Government Program -- 2010-2011 Annual Report**  
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**C. Corrections or changes to Inventory**

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

**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 Type here.	Description Type here.	Date Type here.

**V. National Park Service Baseline Questionnaire for new CLGs (certified after September 30, 2010).**

NOTE: OHP will forward this information to the NPS on your behalf. Guidance for completing the Baseline Questionnaire is located at [www.nps.gov/nps/clgforms.html](http://www.nps.gov/nps/clgforms.html).

**A. CLG Inventory Program**

1. What is the net cumulative number of historic properties in your CLG inventory as of September 30, 2010? 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 report year. Type here.

### Certified Local Government Program -- 2010-2011 Annual Report

(Reporting period is from October 1, 2010 through September 30, 2011)

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

1. As of September 30, 2010, 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, 2010?  Type here.

#### C. Local Tax Incentives Program

1. As of September 30, 2010, 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, 2010?  Type here.

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

1. As of September 30, 2010, 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, 2010?  Type here.

#### E. Local Design Review/Regulatory Program

1. As of September 30, 2010, 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, 2010?  Type here.

#### F. Local Property Acquisition Program

### Certified Local Government Program -- 2010-2011 Annual Report

(Reporting period is from October 1, 2010 through September 30, 2011)

1. As of September 30, 2010, 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, 2010?  
 Type here.

**VI. Additional Information for National Park Service Annual Products Report for CLGs (certified before September 30, 2010).**

**NOTE:** OHP will forward this information to NPS on your behalf. Please read "Guidance for completing the Annual Products Report for CLGs" located at [www.nps.gov/hpsc/ig/foms.html](http://www.nps.gov/hpsc/ig/foms.html).

**A. CLG Inventory Program**

During the reporting period, 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**  
 (This information is captured under I.B. above.)

**C. Local Tax Incentives Program**

1. During the reporting period 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 assisted under the program(s)?

### Certified Local Government Program -- 2010-2011 Annual Report

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<b>Name of Program</b>	<b>Number of Properties that have Benefited</b>
Type here.	Type here.

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

1. During the reporting period, did you have a local government historic preservation grants/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)? Type here.

<b>Name of Program</b>	<b>Number of Properties that have Benefited</b>
Type here.	Type here.

**E. Design Review/Local Regulatory Program**

1. During the reporting period, 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, then, during the reporting period, 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, 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)? Type here.

<b>Name of Program</b>	<b>Number of Properties that have Benefited</b>
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### Certified Local Government Program -- 2010-2011 Annual Report

(Reporting period is from October 1, 2010 through September 30, 2011)

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

- A. What is the current status of preservation in your community? Type here.
- B. What are the most critical preservation planning issues? Type here.
- C. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? Type here.
- D. What recognition are you providing for successful preservation projects or programs? Type here.
- E. How did you meet or not meet the goals identified in your annual report for last year? Type here.
- F. What are your local historic preservation goals for 2011-2012? Type here.
- G. 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.
- H. 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.)?

<b>Training Needed or Desired</b>	<b>Desired Delivery Format</b>
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**Certified Local Government Program -- 2010-2011 Annual Report**  
(Reporting period is from October 1, 2010 through September 30, 2011)

Type here.	Type here.
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1. Would you be willing to host a training working workshop in cooperation with OHP?  Yes  No

**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 Form**

Email to [lwoodward@parks.ca.gov](mailto:lwoodward@parks.ca.gov)

Attachment 2: Statement of Qualifications for Certified Local Governments  
Commissioners and Staff Form

**Statement of Qualifications**  
**for**  
**Certified Local Governments Commissioners and Staff**

Local Government \_\_\_\_\_

Name \_\_\_\_\_

Commissioner  Staff

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?

\_\_\_\_ No

\_\_\_\_ Yes

If you are, summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Attachment 3: 2010 Preservation Commission's Draft Policy Issues Follow-Up Log

**DRAFT FOR DISCUSSION 04-07-10**

**- Preservation Commission Policy Issues Follow-Up Log**

Policy Issues:

- *Minimum Maintenance Task Force (Tim Brandt, Karen Jacques, Fred Turner – PC reps on task force)*
- *Hollow Sidewalks/ Raised Streets “Next Steps” Workshop (Bruce Booher, Andy Hope)*
- *Out-Dated Code Language / 2008 Turner letter (dangerous buildings definitions, disaster-related impacts, ect.)*
- *“Green Building Code” Guidelines & Historic Properties – City and State Codes*
- *Disaster Emergency Preparedness & Historic Properties – City and State related issues (Tim Brandt)*
- *Mills Act Program Development*
- *De-Construction Ordinance ideas (Karen Jacques)*

Training Opportunities

- *California Historical Building Code Workshop (Tim Brandt, Fred Turner?)*
- *CEQA & Historic Resources Workshop (Jeffrey Heeren/Roberta Deering)*

Other

- *Preservation Development Standards / Preservation Projects Manual*
- *Update 50+ Years Old Demo Review Section of Ordinance re CEQA reviews*
- *Annual Report to CC (Chair, Vice-Chair, Pres.Dir.)*
- *2030 General Plan Historic/Cultural Resources Element Implementation Programs*

Hearing Items (On-Going):

- *Landmark & Historic District Nominations*
- *Commission-Level Project Reviews*

Attachment 4: 2009/2010 CLG Annual Report

Certified Local Government Program – 2009-2010 Annual Report  
*(Reporting period is from October 1, 2009 through September 30, 2010)*

**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 ordinances? Please forward drafts or proposals. *(Pursuant to the CLG Agreement, CHP 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.aacode.us/codes/sacramento/view.php?topic=17-v-17\\_134](http://www.aacode.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.*

Certified Local Government Program – 2009-2010 Annual Report  
*(Reporting period is from October 1, 2009 through September 30, 2010)*

Property Name/Address	Date Designated/Removed	Date Recorded by County Recorder
Hall Luhrs Building, 914 – 2 <sup>nd</sup> 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.sacgov.org/documents/04\\_Part2.02\\_HistoricandCulturalResources\\_000.pdf](http://www.sacgov.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**

Certified Local Government Program – 2009-2010 Annual Report  
*(Reporting period is from October 1, 2009 through September 30, 2010)*

- 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.**

**Certified Local Government Program – 2009-2010 Annual Report**  
*(Reporting period is from October 1, 2009 through September 30, 2010)*

**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	Contact Staff Below
Timothy Brandt, AIA, LEED AP	Licensed Historical Architect	01.16.2007	01.16.2011	Contact Staff Below
Andrew Hope	Architectural Historian	01.16.2007	01.16.2013	Contact Staff Below
Karen Jacques	At-Large	01.16.2007	01.16.2012	Contact Staff Below
Melissa Mourkas	Landscape	07.29.2008	01.16.2011	Contact Staff Below
Joe Stinson	At-Large	01.16.2007	01.16.2012	Contact Staff Below
Fred Turner, SE	Registered Structural Engineer	02.27.2007	01.16.2011	Contact Staff Below

**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

**Certified Local Government Program – 2009-2010 Annual Report**  
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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 Robert 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	09/29/19

**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; 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 your 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. <a href="http://www.cityofsacramento.org/ds/dolanmg/preservation/documents/SacRegister-revised9-28-10.pdf">http://www.cityofsacramento.org/ds/dolanmg/preservation/documents/SacRegister-revised9-28-10.pdf</a>	Sept. 2010 Update

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**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](http://www.sacramentoheritage.org)

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**Attachment #1**

**Preservation Project Level of Review Thresholds & Process**