



Board/Commission Name

2022-2023 Workplan Overview

Date approved by HRB: 4/13/2023

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

About the Commission

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

Current Commissioners

- Caroline Wills (Chair)
- Christian Pease (Vice Chair)
- Margaret Wimmer, Gogo Heinrich, Mike Makinen, Alisa Eagleston-Cieslewicz, Samantha Rohman

Mission Statement

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

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

Prior Year Accomplishments

The City submitted the CLG report for October 2020 through September 2021 reporting period by the deadline in 2022. During the 22-23 work plan period, from March 11, 2022 through April 13, 2023, the HRB met 14 times in public hearings. The HRB reviewed and provided recommendations for exterior alterations of historic resources. The staff and preservation consultant continued to implement policy L7.2 as an ongoing activity. Implementation of Comprehensive Plan program L7.1.1 began with a procurement process in 2022 and launch in early 2023.



CITY OF
PALO ALTO

Historic Resources Board

2023-20324 Work Plan

PURPOSE STATEMENT:

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

PROJECT/GOAL 1 :

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

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

PROJECT/GOALS 2:		ONGOING GOAL 2: Support implementation of Comp Plan Policy 7.2. Continue to support Policy L7.2 implementation (prepare historic evaluations to determine eligibility for the California Register of Historical Resources and associated tracking).		
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
Continuing Policy L7.2 implementation allows the City to learn historic status of buildings prior to major changes or proposed demolitions.	Policy 7.2 is ongoing activity; property owners request historic evaluations.	Policy L7.2: Case by case evaluations funded by property owners.	Policy 7.2: City gradually finds properties previously unevaluated to be either ineligible or eligible for California Register.	Certified Local Government activities - evaluate properties for historic status and nominate properties for listing on local inventory
PROJECT/GOAL 2 PRIORITY:		PRIORITY DISCUSSION		COUNCIL-DIRECTED POLICY UPDATE
High priority for the HRB to implement Comprehensive Plan policies related to historic resources; G2 Policy 7.2 began implementation in early 2018.				N/A
PROJECT/GOAL 3:		GOAL 3: Continue implementation of Policy L7.1.1. March 21, 2022, Council directed staff to "work with the HRB to review the approximately 165 properties deemed eligible previously and make recommendations for listing on the City's local inventory in accordance with the process set forth in PAMC 16.49 and collaborate with the HRB for community engagement." The project kicked off in February 2023.		
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
The impact of a Policy 7.1.1 implementation is community engagement regarding values of preservation. Previously prepared forms will assist HRB, Council to consider nominations to our local inventory; listed properties gain access to existing preservation incentives.	Policy L7.1.1 implementation was preceded by securing funding and request for proposal (procurement) process resulting in a contract in February 2023. Project is now underway and is anticipated to be completed in 2023.	Policy L7.1.1: Qualified historic preservation consultant contract to determine whether previously eligible properties remain and retain integrity. Consultant assistance is helping staff with outreach and reports to the HRB and Council.	Policy 7.1.1: City makes strides toward adding new properties on its local Inventory, as well as updating current listings. More owners have access to existing incentives for historic resources.	Certified Local Government activities - evaluate properties for historic status and nominate properties for listing on local inventory
HIGH PRIORITY		PRIORITY DISCUSSION		COUNCIL-DIRECTED POLICY UPDATE
Implementation of Policy L7.1.1 began in February 2023. Local Inventory placement of properties previously found eligible for the National and California Registers became a priority following passage of State legislation.		The procurement process was protracted in 2022. The project is anticipated to extend through the end of 2023.		N/A

PROJECT/GOAL 4: ONGOING GOAL 4: Improve outreach, review incentives, and develop work program for the next year. Review and recommend improvements to outreach materials regarding the program, including incentives for rehabilitation. With work program development, consider implementing additional historic preservation policies in the Comprehensive Plan, such as L7.1.2: Reassess Historic Preservation Ordinance				
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
Outreach and incentives review will help the community understand benefits to historic designation. Reviewing and reassessing PAMC 16.49 (Policy L7.1.2) could enable Council to consider/make decisions regarding the City's program.	Outreach materials improvements are contemplated during the first quarter of the work program year. Reassessment of the ordinance could begin during the second quarter of the work program year as the Goal 3 project is underway.	Staff is working to fill current planning vacancies. HRB Staff Liaison will seek assistance from on-call preservation consultant.	Outreach materials updated and posted. Work program developed for following year. Ordinance evaluation completed and presented to City Council.	Comp Plan Policy L7.1.2
HIGH PRIORITY		LOWER PRIORITY		COUNCIL-DIRECTED POLICY UPDATE
Outreach materials improvement.		Reassessing PAMC 16.49		N/A
PROJECT/GOAL 5: ONGOING GOAL: Tailored Mills Act Program discussion. Finalize outreach approach and bring forward program report to City Council				
BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
A tailored program can be a real incentive to historic preservation and result in rehabilitation of significant resources.	This is targeted as a third quarter activity, following progress on Goals 3 and 4.	HRB Ad Hoc committee worked on a draft of a tailored Mills Act program. Additional work to consider a pilot program outreach approach would require staff time and consultant assistance.	A report is sent to Council describing a Tailored Mills Act program.	N/A (many CLGs in California have Mills Act Programs)
HIGH PRIORITY		PRIORITY DISCUSSION		COUNCIL-DIRECTED POLICY UPDATE
Finish the work previously drafted - Ad Hoc Committee effort and prapare a report to City Council.		This project might benefit the Inventory update. Board would like Council feedback. The Board is seeking an ideal example property as part of the pilot program.		N/A