Certified Local Government Program -- 2014-2015 Annual Report

(Reporting period is from October 1, 2014 through September 30, 2015)

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.

Save completed form and email as an attachment to Lucinda.Woodward@parks.ca.gov. You can also convert it to a PDF and send as an email at-

Name of CLG
City of Long Beach

Report Prepared by: *Alejandro Plascencia*   **Date of commission/board review:** *December 14, 2015*

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.
   As referenced in last year's CLG Annual Report, the City of Long Beach began review and work on updating the CHC and Landmark Ordinance. City staff along with qualified historic preservation consultant Galvin Preservation Associates (GPA) completed the ordinance amendments in 2015. Reviews and comments on the draft ordinance were provided by the public, local neighborhood organizations, the Office of Historic Preservation (OHP), and the Cultural Heritage Commission (6/8/15). The City Council adopted the revised ordinance in December 2015. A hard copy is provided in this packet.

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2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.
An electronic link will be provided by email to the OHP staff as soon as it is posted to the City's website.

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

1. During the reporting period, October 1, 2014 – September 30, 2015, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
No properties were locally designated during the reporting period.			

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
No properties or districts were de-designated during the reporting period.	

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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.

http://www.lbds.info/civica/filebank/blobdload.asp?BlobID=3455

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.

3. When will your next General Plan update occur? *Updates to the Land Use and Urban Design Elements have been initiated and are expected to be completed by Spring 2016.*

D. Review Responsibilities

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

☐ All projects subject to design review go the commission.

☒ Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? *Paint colors, reroof, and additions less than 250 square feet that are not visible from the public right-of-way can be approved at staff level. Additions visible from the public right-of-way, greater than 250 square feet, 2nd story additions to historic district properties or designated landmarks are reviewed by the Cultural Heritage Commission.*

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 for Cultural Resources and other sections of CEQA documents. Historic projects requiring environmental analysis are presented to the Cultural Heritage Commission for their input.*

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? *Staff provides review for Cultural Resources and other sections of CEQA documents. Historic projects requiring environmental analysis are presented to the Cultural Heritage Commission for their review.*

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 for Cultural Resources and other sections of Section 106 documents.*

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 provides review for Cultural Resources and other sections of Section 106 documents.*

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
Alan Burks	Architect	July 2012	June 2020	alan@environarch.com
Shannon Carmack	Historic Preservation Consultant	July 2009	June 2017	s_carmack@yahoo.com
Jan Robert van Djis	General Contractor, including historic properties	December 2013	June 2022	jan@jrvandijs.com
Irma Hernandez	Urban Planner	July 2009	June 2017	irmahernandez@me.com
Karen Highberger	Interior Designer	July 2009	June 2017	khighberger@earthlink.net
Louise Ivers	Art Historian and Author	July 2009	June 2017	livers@csudh.edu
Julianna Roosevelt	Interior Designer, realtor	July 2014	June 2022	juliannaroosevelt@gmail.com

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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. *Not applicable*

2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? *Not applicable*

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? *Not applicable*

Name/Title	Discipline	Dept. Affiliation	Email Address
Christopher Koontz	Advance Planning Officer	Development Services	Christopher.koontz@longbeach.gov

Attach resumes and Statement of Qualifications forms for staff.

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.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Alan Burks	☒	☒	☐	☒	☐	☒	☒	☐	☒	☒	☒	☒
Shannon Carmack	☒	☒	☐	☒	☐	☐	☒	☐	☒	☐	☒	☒
Jan Robert van Djis	☒	☒	☐	☒	☐	☒	☒	☐	☒	☐	☐	☒

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Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Irma Hernandez	☒	☐	☐	☒	☐	☐	☒	☐	☒	☒	☒	☐
Karen Highberger	☒	☒	☐	☒	☐	☒	☒	☐	☒	☒	☒	☒
Louise Ivers	☒	☐	☐	☒	☐	☒	☒	☐	☒	☒	☒	☐
Julianna Roosevelt	☒	☐	☐	☒	☐	☐	☒	☐	☒	☒	☐	☒
Steve Gerhardt, Planning Officer	☒	☒	☐	☒	☐	☐	☐	☐	☐	☐	☐	☐
Christopher Koontz, Advance Planning Officer	☐	☐	☐	☐	☐	☐	☐	☐	☒	☒	☒	☐
Linda Vu, Deputy City Attorney	☒	☒	☐	☐	☐	☒	☒	☐	☒	☒	☒	☒
Planning Staff	☒	☒	☐	☒	☐	☒	☒	☐	☒	☒	☒	☒

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
N/A	N/A	N/A	N/A	N/A

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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
No Historic Context Statements were initiated during the reporting period.			

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
No new surveys or survey updates were initiated during the reporting period.						

How are you using the survey data? *Not applicable*

C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From _ To_	Reason	Date of Change
No correction or changes were initiated during the reporting period.				

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? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
Outreach	*Outreach at neighborhood meeting for Hellman/Craftsman Village Historic District expansion*	*Aug 31, 2015*
Outreach	*Outreach at neighborhood meeting for Historic District formation.*	*September 10, 2015*
Outreach	*Outreach to notify existing landmark owners about City's resuming acceptance of Mills Act applications.*	*June 12, 2015*
Workshop	*Mills Act pre-application workshop.*	*June 27, 2015*
Workshop	*Mills Act application assistance workshop.*	*July 11, 2015*

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NOTE: OHP will forward this information to the NPS on your behalf. Guidance for completing the Baseline Questionnaire is located at http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx.

A. CLG Inventory Program

1. What is the net cumulative number of historic properties in your inventory as of September 30, 2014? This is the total number of historic properties and contributors to districts (or your best estimate of the number) in your inventory from **all** programs, local, state, and Federal.

Program Area	Number of Properties
5013 properties within 17 local historic districts *131 locally designated landmark properties*	*5,144 total properties*

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

1. As of September 30, 2014, 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, 2014? *No new landmarks were designated during the reporting period.*

C. Local Tax Incentives Program

1. As of September 30, 2014, 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, 2015? *Currently, the City has Mills Act contracts with 31 single family and duplex residential properties and 97 units in three multi-family structures with active Mills Act contracts. Within the reporting period the City granted contracts (9/14/15) to nine properties including five single-family properties, one mixed-use condominium property, one mixed-use apartment property, one multi-family property and one commercial property.*

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

1. As of September 30, 2014, did your local government have a locally-funded, historic preservation grants/loan program for rehabilitating/restoring historic properties? *Not applicable*

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, 2014? *Not applicable*

E. Local Design Review/Regulatory Program

1. As of September 30, 2014, 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, 2015? *During the reporting period The City's Cultural Heritage Commission granted 18 Certificates of Appropriateness, and 508 were reviewed by staff.*

F. Local Property Acquisition Program
1. As of September 30, 2014, 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, 2015? *Not applicable*

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VI. **Additional Information for National Park Service Annual Products Report 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 http://www.nps.gov/clg/2015CLG_GPRA/FY2014_AnnualReportGuidance-May2015.docx.

A. CLG Inventory Program

During the reporting period (October 1, 2014-September 30, 2015) 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
No new projects were added to the CLG Inventory during the reporting period.	

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

1. During the reporting period (October 1, 2014-September 30, 2015) 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

2. If the answer is yes, then how many properties have been added to your register or designated since October 1, 2014? *No new properties were added to the register within the reporting period.*

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2014-September 30, 2015) 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 since October 1, 2014?

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Name of Program	Number of Properties Added During 2014-2015	Total Number of Properties Benefiting From Program
Mills Act	*Nine properties were added*	*40 total properties*

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

1. During the reporting period (October 1, 2014-September 30, 2015) 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) **after** October 1, 2014?

Name of Program	Number of Properties that have Benefited
N/A	

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2014-September 30, 2015) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance requiring Commission and/or staff review of local government projects or impacts on historic properties? ☒ Yes ☐ No

2. If the answer is yes then, since October 1, 2014, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s)? **During the reporting period The City's Cultural Heritage Commission granted 18 Certificates of Appropriateness, and 508 were reviewed by staff.**

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F. Local Property Acquisition Program

1. During the reporting period (October 1, 2014-September 30, 2015) 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) since October 1, 2014?
Not Applicable

Name of Program	Number of Properties that have Benefited
Not Applicable	

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

A. What are the most critical preservation planning issues? *The most critical preservation planning issues are bringing the City's Preservation Program back to a more active role in the City and as a section within the Development Services Department. The City recently hired a new Advance Planning Officer to manage the Historic Preservation section. The City also recently hired a full-time planner whose role and duties are devoted to the Historic Preservation Section. The position was been vacant for several years. Staff has been working to update the City's preservation ordinance which was recently finalized. The City Council directed staff to resume accepting Mills Act applications for the first time since 2006.*

B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? *The biggest accomplishment has been reaching out to historic districts, and the community to provide input on updating the City's Historic Preservation Ordinance and granting new Mills Act contracts.*

C. What recognition are you providing for successful preservation projects or programs? *While the City does not directly have a recognition program for successful preservation projects or programs, the City has featured successful historic projects in the Development Services Newsletter, and on the City's website. In addition, the Long Beach Heritage organization provides annual preservation awards to successful historic projects.*

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D. How did you meet or not meet the goals identified in your annual report for last year? *The Mills Act program was reinstated by the City Council and new contracts were issued this year. Staff has reached out more proactively to historic district property owners and by attending individual neighborhood historic district meetings.*

E. What are your local historic preservation goals for 2015-2016? *Future goals are to expand the Mills Act program to accept more contracts. We also expect to finalize a comprehensive set of Historic District Guidelines for the public. We also hope to add additional city-owned and privately-owned properties to our list of landmarks. We also hope to improve the rate of compliance within our historic districts and improve customer service of the permit process within landmark districts.*

F. 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? *A training or technical assistance on how to prepare effective historic district guidelines.*

G. 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
How to prepare effective historic district guidelines.	*Webinar*
Identifying and using historically appropriate and energy-efficient windows.	*Webinar/Technical Bulletin*
How to evaluate Modern style structures for historic significance.	*Webinar*

H. Would you be willing to host a training working workshop in cooperation with OHP?   ☒ Yes   ☐ No

G. Is there anything else you would like to share with OHP? *N/A*

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 to Lucinda.Woodward@parks.ca.gov