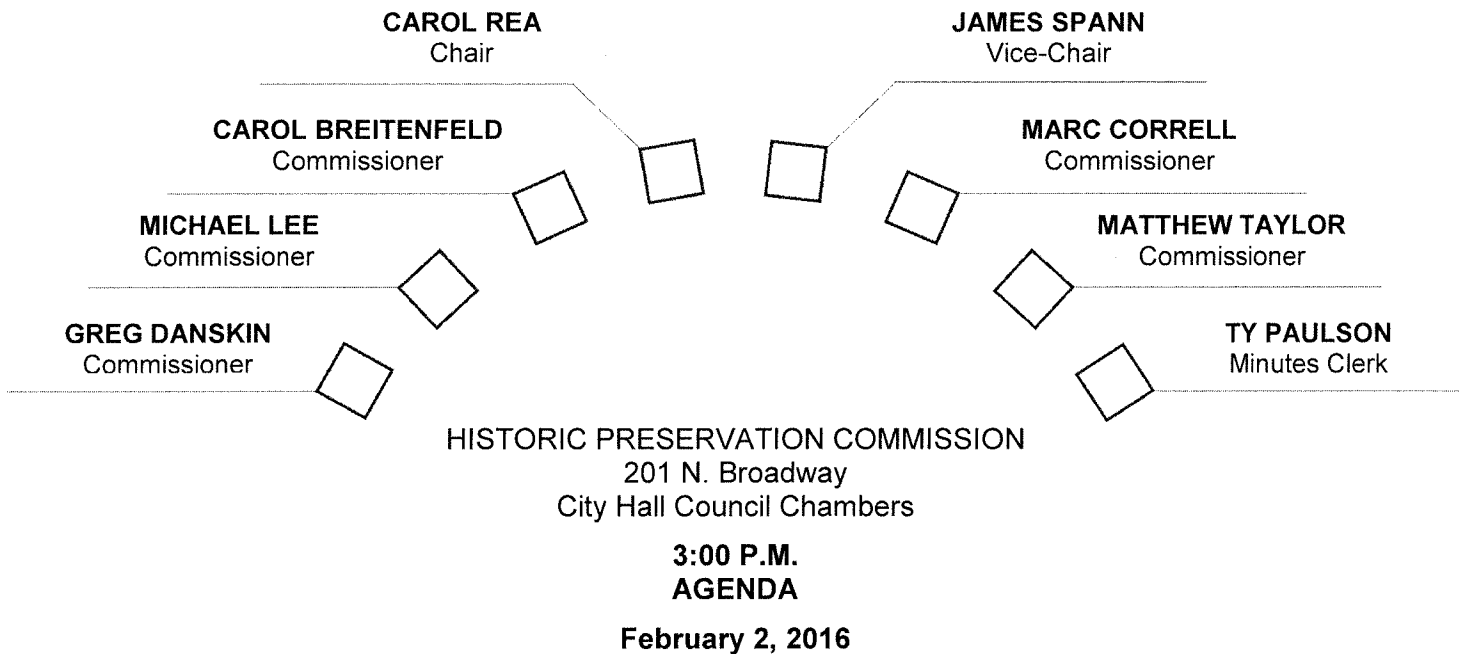


CITY OF ESCONDIDO

Historic Preservation Commission and Staff Seating



- A. CALL TO ORDER**
- B. FLAG SALUTE**
- C. ROLL CALL**
- D. REVIEW OF MINUTES: December 10, 2015**

The Brown Act provides an opportunity for members of the public to directly address the Commission on any item of interest to the public, before or during the Commission's consideration of the item. If you wish to speak regarding an agenda item, please fill out a speaker's slip and give it to the minutes' clerk who will forward it to the Chairman.

Electronic Media: Electronic media which members of the public wish to be used during any public comment period should be submitted to the Planning Division at least 24 hours prior to the meeting at which it is to be shown.

The electronic media will be subject to a virus scan and must be compatible with the City's existing system. The media must be labeled with the name of the speaker, the comment period during which the media is to be played and contact information for the person presenting the media.

The time necessary to present any electronic media is considered part of the maximum time limit provided to speakers. City staff will queue the electronic information when the public member is called upon to speak. Materials shown to the Commission during the meeting are part of the public record and may be retained by the City.

The City of Escondido is not responsible for the content of any material presented, and the presentation and content of electronic media shall be subject to the same responsibilities regarding decorum and presentation as are applicable to live presentations.

If you wish to speak concerning an item not on the agenda, you may do so under "Oral Communications" which is listed at the beginning and end of the agenda. All persons addressing the Historic Preservation Commission are asked to state their names for the public record.

Availability of supplemental materials after agenda posting: Any supplemental writings or documents provided to the Historic Preservation Commission regarding any item on this agenda will be made available for public inspection in the Planning Division located at 201 N. Broadway during normal business hours, or in the Council Chambers while the meeting is in session.

The City of Escondido recognizes its obligation to provide equal access to public services to individuals with disabilities. Please contact the A.D.A. Coordinator, (760) 839-4643, with any requests for reasonable accommodation, at least 24 hours prior to the meeting.

E. WRITTEN COMMUNICATION:

"Under State law, all items under Written Communications can have no action and will be referred to the staff for administrative action or scheduled on a subsequent agenda."

F. ORAL COMMUNICATION:

"Under State law, all items under Oral Communications can have no action and will be referred to the staff for administrative action or scheduled on a subsequent agenda." This is the opportunity for members of the public to address the Commission on any item of business within the jurisdiction of the Commission.

G. PUBLIC HEARINGS: None

H. CURRENT BUSINESS:

1. NOMINATIONS FOR UPCOMING PRESERVATION AWARDS

REQUESTED BY: Commissioners

RECOMMENDATION: Choose a "most intact block with historic character" and/or property owner(s) to receive award(s) in May 2016

2. REMINDER: THREE COMMISSIONERS' TERMS DUE FOR RENEWAL

REQUESTED BY: City Clerk

STAFF RECOMMENDATION: Reapply or suggest new applicants apply

3. REVIEW OF 2014-2015 CLG ANNUAL REPORT

REQUEST: Approval of report draft

REQUESTED BY: Staff

STAFF RECOMMENDATION: Approval

4. DISCUSSION OF HPC 1-YEAR AND 5-YEAR PLANS

REQUESTED BY: Chair Rea

RECOMMENDATION: Listing of goals to achieve in 1 and 5 year time frames

5. UPDATE ON COUNCIL COMMENTS AND DISCUSSION OF MID-CENTURY PROPERTIES

REQUESTED BY: Director Jay Petrek and Chair Rea

RECOMMENDATION: Provide comments about the proper approach to handle potential increase in numbers of requests.

6. DISCUSS ATTENDING UPCOMING WEBINAR

REQUESTED BY: Planning Staff

RECOMMENDATION: Agree to attend 2/17/16 noontime presentation on how designers use the Historic Building Code to save buildings.

7. AD HOC WORK GROUP REPORT ON MILLS ACT VISITS (Breitenfeld, Rea, Spann)

REQUESTED BY: Chair Rea

8. AD HOC WORK GROUP REPORT ON UPDATING THE CITY'S HISTORIC GUIDELINES (Breitenfeld, Danskin, Rea)

REQUESTED BY: Staff

Note: Current Business items are those that under state law and local ordinances do not require either public notice or public hearings. Public comments may be limited to a maximum time of three minutes per person.

I. ORAL COMMUNICATION:

"Under State law, all items under Oral Communication can have no action, and will be referred to the staff for administrative action or scheduled on a subsequent agenda." This is the opportunity for members of the public to address the commission on any item of business within the jurisdiction of the Commission.

J. COMMISSIONER COMMENTS

K. ADJOURNMENT TO NEXT REGULARLY SCHEDULED HPC MEETING DATE April 5, 2016

CITY OF ESCONDIDO

**MINUTES OF THE SPECIAL MEETING OF THE
ESCONDIDO HISTORIC PRESERVATION COMMISSION**

December 10, 2015

The special meeting of the Historic Preservation Commission was called to order at 3:06 p.m. by Chair Rea in City Hall's Mitchell Room, 201 North Broadway, Escondido, California.

Commissioners present: Chair Rea, Vice-chair Spann, Commissioner Breitenfeld, Commissioner Correll and Commissioner Danskin.

Commissioners absent: Commissioner Lee and Commissioner Taylor.

Staff present: Rozanne Cherry, Principal Planner and Paul Bingham, Assistant Planner II.

MINUTES:

Moved by Vice-chair Spann, seconded by Chair Rea, to approve the minutes of the October 6, 2015, meeting. Motion carried unanimously. (5-0)

WRITTEN COMMUNICATIONS: None.

ORAL COMMUNICATIONS: None.

PUBLIC HEARINGS:

1. LOCAL REGISTER – CASE No. HP 15-0004:

REQUEST: Local Register and CEQA Exemption

LOCATION: 225 East Fourth Avenue, Southern Gateway District of the Downtown Specific Plan.

Paul Bingham, Assistant Planner, provided the staff report and background on the 1954 Methodist parsonage. Staff explained that the property missed being on the City's most recent survey by four years and is in the Southern Gateway district's Adaptive Reuse overlay. Architect Robert McQuead described the unique floor plan which had two entrances: the front leading to the pastor's office, and one on the east side leading to the rest of the house. The new owner desired

to preserve and repurpose the house to a law office, as the two houses to the east had been done. By being on the Local Register, the property could rely on the Historic Building Code and avoid installing complex ramping in front, thus retaining the parsonage's original architectural character. Staff noted that although only two were required, the property met three Local Register criteria. Staff recommended forwarding a recommendation of approval to City Council to list the property located at 225 East Fourth Avenue on the Local Register and consider the CEQA Exemption.

Chair Rea asked whether the owner was considering the Mills Act. Mr. McQuead said not at this time, but perhaps in the future. She then asked what height limits the new General Plan allowed in this block. Staff did not know specifically, but offered to research if needed.

Commissioner Danskin clarified the positive and negative implications of having a property listed on the Local Register. Staff explained that the proposed use was just the sort of thing the Adaptive Use overlay encouraged.

Vice-chair Spann felt this was a wonderful plan and expressed his support for the adaptive reuse. Commissioner Carroll agreed. Staff added that the details of the adaptive reuse request would be reviewed separately through an administrative process.

Chair Rea inquired about the existing non-appropriate vinyl windows and whether the owner planned on replacing those, especially in the front. Mr. McQuead said replacements had been done legally prior to any permit or certificate requirements. Chair Rea felt the newer windows detracted from the historic nature of the house and wanted to see them replaced with period appropriate windows as a condition of Local Register listing.

Vice-chair Spann did not feel imposing such requirements on an owner coming to the City desiring to preserve the property was fair. Commissioner Danskin concurred, saying such conditions should be left to a Mills Act contract, should they request one in the future. Chair Rea stated that now was the best opportunity to enhance the house's character and that the investment for windows just in front was not costly. At present she did not feel the house met the listing criteria.

ACTION:

Moved by Vice-Chair Spann, seconded by Commissioner Danskin, to approve staff's recommendation. Motion carried. Ayes: Danskin, Breitenfeld, Correll and Spann. Noes: Rea. (4-1-0)

Commissioner Danskin felt their commissioners' books should have the General Plan's additional building height information questioned by Chair Rea. He asked staff to gather that information for the Downtown Specific Plan and Old Escondido Neighborhood historic district so the Commission could better develop standards.

CURRENT BUSINESS:

1. DESIGN REVIEW – CASE No. ADM 15-0160

REQUEST: Reconsideration of Front Porch Enclosure at OEN Residence and Additional Request for Chimney Removal

Location: 637 South Broadway, R-1-6 zone, OEN overlay

Commissioner Breitenfeld recused herself from this item.

Paul Bingham, Assistant Planner, provided the staff report and reminded the Commission of their action on this Code Enforcement case at their previous meeting denying the front porch enclosure and their motion to return it to its original condition. The applicant was now requesting the porch enclosure be set back, effectively reducing it by half, but not eliminating it altogether. In addition, the applicant now requested they be allowed to remove the 1930's era chimney.

Larry Pappas, Applicant, 637 South Broadway, Escondido, described the unreinforced brick chimney as irreparable and leaning 5-6 degrees away from the house. Because the owner had no use for a fireplace, the owners were desirous to remove it and fill in the wall opening with matching siding.

Staff clarified that the porch enclosure had been done to allow interior access to an older room addition which only had access from the front porch. The applicant had not produced any engineer's report, estimate or clear photos of the chimney requested for removal. Staff recommended denial of the current proposal, suggesting an interior solution providing an access door be explored as well as consulting other professionals regarding options for the chimney.

Commissioner Danskin questioned the applicant's drawings and felt they were incomplete as they did not show the entire floor plan. He clarified that the old front room addition was less than eight-feet wide, the new proposed porch enclosure would create a space less than four-feet wide, the porch railing would be restored and the enclosure would not have a window. He said he understood why they were not in favor of carving up the interior to accommodate a hall and more doorways.

Chair Rea felt the revised plans still did not meet the Secretary of Interior standards.

Commissioner Correll said the enclosure solution did not look right. Vice-chair Spann concurred and said it should be returned to its original condition and another bedroom access solution found.

Mr. Pappas offered to restore the porch if they could remove the chimney.

Vice-chair Spann questioned the cost associated with rebuilding the brick chimney.

Commissioner Danskin felt the cost of removing the chimney and doing the floor, wall and finish work to properly patch it would be very costly. He believed the remedy should be what would have been done historically, adding that the chimney was an iconic feature of the house. He stated that if the chimney was leaning, then it was likely the foundation that was failing and suggested stabilizing options should be investigated.

Vice-chair Spann said rebuilding the chimney would likely need to use new brick and wanted to see more research on costs and options.

Chair Rea recalled three other chimneys in the historic district rebuilt using newer brick. She did not have a problem with that and stated that a fireplace always enhanced resale value.

ACTION:

Moved by Chair Rea to approve staff's recommendation but with the applicant first submitting chimney work estimates to rebuild and repair or remove and patch. Motion did not carry for lack of a second.

Commissioner Danskin felt that solutions for the porch and the chimney should each be considered on their own merits. The commissioners then discussed various solutions for replacing the chimney.

ACTION:

Moved by Chair Rea to deny the proposed porch addition, replace the windows removed with period-appropriate wood framed windows and to submit three estimates for each of the chimney options discussed. Motion did not carry for lack of a second.

Mr. Pappas clarified that they had received some estimates, including \$19,000 to repair the existing chimney and \$4000 to build a prefab chimney. Discussion ensued regarding the appropriateness of prefab chimneys.

ACTION:

Moved by Vice-chair Spann, seconded by Chair Rea, to return the porch to its original condition and to replace the existing chimney with a prefab product covered in brick veneer all subject to staff review. Motion carried. Ayes: Rea, Danskin, Correll, and Spann. Noes: None. Abstained: Brietenfeld. (4-0-1)

2. DISCUSSION OF ACHIEVEMENTS IN 2015 AND GOALS, TASKS & IDEAS FOR 2016

- a. Staff enumerated some of the HPC's achievements in the 2014-2015 reporting year of California Local Governments (CLGs):
 - 1. Council agreeing with HPC to waive City fees for historic properties
 - 2. Discussions with newly proposed West Hillside Neighborhood Group
 - 3. Production of a new 4-page color Mills Act brochure
 - 4. Mills Act letters issued, properties visited and owners educated
 - 5. One Mills Act approved in the 2014-2015 reporting period
 - 6. Three Mills Acts and two Local Register approvals for 2015-2016
 - 7. Work on the update of the Historic Guidelines
 - 8. Fourteen Design Review cases seen in the 2014-2015 reporting period
 - 9. Already five Design Review cases seen in the 2015-2016 period
 - 10. All commissioners received training to meet annual CLG requirement
 - 11. Awards in 2015 given to owners of historic Adobes, including Hacienda de Vega, The Castle and the Weir Brothers.
- b. The Commission discussed goals for the upcoming year, other past awards given, including to historic signs, and for different facets related to the Secretary of Interior Standards. The Commission also agreed to give awards in 2016 for the most intact block with historic character.
- c. Chair Rea reported on her recent meeting with the History Center's new director Stacey Ellis. Four entities were identified that influence preservation in the City: the HPC, the History Center, the Pioneer Room and the Old Escondido Neighborhood (OEN) group. She suggested a meeting with all of these groups where each would bring a 1- to 5-year plan. Items for inclusion suggested by the Commission were:
 - 1. Completing the update of the City's Historic Mid-Century Guidelines
 - 2. Updating the City's Historic Survey

3. Increasing Mills Act visits
4. Refining our process for Design Review

Staff and the Commission discussed a recent California Preservation Foundation (CPF) webinar now available for viewing free on You-Tube. It introduced the California Historical Resources Information System (CHRIS), which was a database many California cities were using to upload and maintain their local historical survey data. Staff was asked to send a link for this webinar to the HPC members and also the other three entities discussed earlier. It was agreed that staff would also add an agenda item each meeting to discuss HPC's 5-year plan and provide updates.

3. DISCUSSION OF ALLEY FENCING

Vice-chair Spann asked if HPC Design Review and/or a Certificate of Appropriateness (CofA) were currently required for the replacement of an old wooden fence with a new wooden fence in a historic district. Discussion ensued regarding permanent versus non-permanent structures. It was determined that normally staff review was sufficient for fences and that a CofA would be required. The Commission asked staff to clarify this with Planning counter staff.

4. AD HOC WORK GROUP REPORT ON UPDATING THE CITY'S HISTORIC GUIDELINES

Chair Rea provided a report on the progress in updating the City's Historic Guidelines to include Mid-Century structures. She had discovered a similar and very well crafted document from Ft. Lauderdale, FL and suggested contacting them and using portions of it in our update. She also suggested updating all of our current document, not just adding a Mid-Century section, so that handouts of portions of the document would be possible. Commissioner Danskin concurred, saying that the information should be more accessible. As an example, he stated someone wanting to reroof their historic house could not currently turn to a specific reroof section.

5. AD HOC WORK GROUP REPORT ON MILLS ACT PROPERTIES

Chair Rea reported on two Mills Act properties recently visited where the new checklist form was used, saying it was very effective. At 2031 East Mission Avenue they had found vinyl window replacements, but reported that the new owner was desirous to make changes. The Ad Hoc Work Group provided Staff with copies of both checklist forms.

Chair Rea said that the OEN group needed a dozen Mills Act brochures. Staff agreed to supply those and also agreed to prepare eight second notice letters for those who did not respond the first time to arrange Mills Act visits.

ORAL COMMUNICATIONS – None.

COMMISSIONER COMMENTS:

Commissioner Breitenfeld noted that recent realtor listings she had seen included inappropriate suggestions as to what could be done to historic properties in the OEN. Commissioners noted that SOHO provided a workshop for realtors discussing such issues, but that many were reluctant to take it because of current disclosure laws.

ADJOURNMENT:

The meeting was adjourned at 5:18 p.m. The next regular meeting was scheduled for February 2, 2015 at 3:00 p.m.

Rozanne Cherry, Principal Planner

Ty Paulson, Minutes Clerk

HISTORIC PRESERVATION COMMISSION

Agenda Item No.: H.3
Date: February 2, 2016

TO: Historic Preservation Commission
FROM: Rozanne Cherry, Principal Planner
SUBJECT: Draft CLG Annual Report 2014-2015

Enclosed is the draft Certified Local Government (CLG) annual report for the period of October 1, 2014 – September 30, 2015. Any comments and revisions by the Commission will be discussed under Agenda Item H.3.

In particular, please review **Section II** where commissioner information, attendance and training is recorded, **Section IV** where our public education efforts are highlighted, and **Section VII** where the Commission's goals and accomplishments are provided. Staff has tried to include all of the information they are aware of, but please review the document for completeness and accuracy. For instance, if you attended conferences, seminars or web-based training opportunities during the reporting period but it is not shown, please let staff know.

Certified Local Government Program -- 2014-2015 Annual Report

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

INSTRUCTIONS: This is a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to Lucinda.Woodward@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

City of Escondido

Report Prepared by: *Rozanne Cherry, Paul Bingham*

Date of commission/board review: 2/2/16

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.
REMANDER: Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.
None at this time

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.
<http://www.qcode.us/codes/escondido/view.php?topic=33>

Certified Local Government Program -- 2014-2015 Annual Report

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

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

- 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
None	n/a	n/a	n/a

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."

- What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

Property Name/Address	Date Removed
None	n/a

C. Historic Preservation Element/Plan

- 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 (beginning on page VII-12): <http://www.escondido.org/Data/Sites/1/media/PDFs/Planning/GPUpdate/GeneralPlanChapterVII.pdf>

- 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. [n/a](#)
- When will your next General Plan update occur? 2020

Certified Local Government Program -- 2014-2015 Annual Report

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

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? *Major projects involving Register Listed properties or properties within the Historic District are reviewed by the HPC. Minor projects are reviewed at staff level, but staff can refer them to HPC if there are concerns. Projects not reviewed by staff or HPC are reviewed by Planning Commission. Two HPC members (one current, one former) also sit on the Planning 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 prepares the environmental documents and reviews the draft documents prepared by project consultants.*

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 reviews all environmental documents. The Commission reviews the CEQA documents associated with projects/actions requiring HPC recommendations to be forwarded to Planning Commission and/or City Council for review and certification.*

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? *The City's Housing and Planning Division staffs are responsible for drafting or providing input for draft Section 106 and NEPA 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? *The City's Housing and Planning Division staffs are responsible for reviewing Section 106 and NEPA documents.*

Certified Local Government Program -- 2014-2015 Annual Report

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

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
Carol Breitenfeld	Owens historic home	4-23-08	3-31-16	breips4610@att.net
Marc Correll	Owens historic home	5-6-15	3-31-18	marccorrell@yahoo.com
Greg Danskin	Architect, former member of historic downtown district Design Advisory Committee	6-25-14	3-31-18	danskin.greg@gmail.com
Michael Lee	History professional	2-13-02	3-31-18	mdlee1950@gmail.com
Judith O'Boyle	Owens historic home, member of SOHO, OEN Group, History Center	3-26-14	Resigned April 2015	judith.oboyle@yahoo.com
Carol Rea	Owens historic home, OEN Historic District President	9-22-10	3-31-16	carolrea@aol.com
Jim Spann	Planning Commissioner, interior designer, owns historic home	10-8-08	3-31-18	spannjimmie@yahoo.com
Matthew Taylor	Owens historic home	10-22-14	3-31-16	mat@zeroenergynow.net

Attach resumes and Statement of Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications not been met and how professional expertise is otherwise being provided. n/a
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? n/a

Certified Local Government Program -- 2014-2015 Annual Report

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

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? *n/a*

Attach resumes and Statement of Qualifications forms for new staff. *n/a*

Name/Title	Discipline	Dept. Affiliation	Email Address
Rozanne Cherry, AICP Principal Planner	Planning & Landscape Architecture	Community Development – Planning Division	rcherry@escondido.org
Paul K. Bingham, Assistant Planner II	Planning & Landscape Architecture	Community Development – Planning Division	pbingham@escondido.org

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. *NOTE: THE CITY'S HISTORIC PRESERVATION COMMISSION MEETS SIX TIMES PER YEAR.*

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Carol Breitenfeld	☐	☐	☒	☐	☒	☐	☐	☐	☒	☐	☒	☐
Marc Correll (appointed May 2015)	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐	☒	☐
Greg Danskin	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☐	☐
Michéal Lee	☐	☐	☐	☐	☒	☐	☒	☐	☒	☐	☒	☐
Judith O'Boyle (resigned April 2015)	☒	☐	☒	☐	☒	☐	☐	☐	☐	☐	☐	☐
Carol Rea	☒	☐	☒	☐	☒	☐	☒	☐	☐	☐	☒	☐
Jim Spann	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐

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Matthew Taylor (appointed October 2014)	☐	☐	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐
Ty Paulson (Minutes Clerk)	☐	☐	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐
Rozanne Cherry (Principal Planner)	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☐	☐
Paul Bingham (Assistant Planner II)	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐
Jay Petrek (Assistant Planning Director)	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐

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
Carol Breitenfeld	1) Window Repair webinar 2) CPF Conference Summary	1.5 hrs, 1 hr	CPF, HPC Chair	7/7/15, 8/4/15
Marc Correll (appointed May 2015)	1) Window Repair webinar	1.5 hrs	CPF	7/7/15
Greg Danskin	1) Historic Surveys webinar	1.5 hrs	CPF	3/12/15
Micheal Lee	1) Mills Act webinar 2) Window Repair webinar 3) CPF Conference summary	1.5 hrs, 1.5 hrs, 1 hr	CPF, CPF, HPC Chair	2/3/15, 7/7/15, 8/4/15
Judith O'Boyle (resigned April 2015)	None	n/a	n/a	n/a
Carol Rea	1) Mills Act webinar 2) Historic Surveys webinar 3) 3-Day CPF Conference 4) Window Repair webinar	1.5 hrs, 1.5 hrs, 3 days, 1.5 hrs	CPF, CPF, CPF, CPF	2/3/15, 3/12/15, 4/29-5/2/15, 7/7/15

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Jim Spann	1) Mills Act webinar 2) CPF Conference summary	1.5 hrs, 1 hr	CPF, HPC Chair	2/3/15, 8/4/15
Matthew Taylor (appointed October 2014)	1) CPF Conference summary	1 hr	HPC Chair	8/4/15
Jay Petrek (Director of Community Development)	1) CPF Conference summary	1 hr	HPC Chair	8/4/15
Rozanne Cherry (Principal Planner)	1) Mills Act webinar 2) Historic Surveys webinar 3) Window Repair webinar	1.5 hrs, 1.5 hrs, 1.5 hrs	CPF, CPF, CPF	2/3/15, 3/12/15, 7/7/15
Paul Bingham (Assistant Planner II)	1) Mills Act webinar 2) Historic Surveys webinar 3) Window Repair webinar 4) CPF Conference summary	1.5 hrs, 1.5 hrs, 1.5 hrs, 1 hr	CPF, CPF, CPF, HPC Chair	2/3/15, 3/12/15, 7/7/15, 8/4/15

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
None	n/a	n/a	n/a

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.

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Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP
None	n/a	n/a	n/a	n/a	n/a	n/a

How are you using the survey data? n/a

C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From To	Reason	Date of Change
None	Type here.	Type here.	Type here.	Type here.

Certified Local Government Program -- 2014-2015 Annual Report

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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 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
Historic Preservation Commission Meetings	All Historic Preservation Commission meetings are open to the public and often contain agenda items providing training about historic preservation topics, legislation updates, trends and community news related to historic preservation.	Held every other month in City Hall's Council Chambers
Historic Escondido Walking Tours	Members of the Escondido History Center and Escondido Citizens Ecology Committee host free City walking tours.	18 tours held annually (dates vary)
Annual Mother's Day Home Tour	Now in its nineteenth year, the Old Escondido Neighborhood Historic District continues to host this annual event where five historic homes are open to the public for tours.	May 10, 2015
Historic Preservation on City's Website	Provides information on historic preservation in the City's historic districts, announcements for residents within the Old Escondido Neighborhood (residential) district, links to historic preservation resources and to the City's website regarding applications and City codes. www.escondido.org/historic-preservation.aspx	On-going
Historic Awards Program	The Historic Preservation Commission and City Council present awards to City residents and business owners whose efforts or projects best exemplify preservation, rehabilitation, restoration, reconstruction, adaptive reuse, research, overall appearance, historic signs, landscaping and/or special merit.	In May every year

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V. National Park Service Baseline Questionnaire for new CLGs (certified after September 30, 2014).

- 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

- 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. Type here.

Program Area	Number of Properties
Type here.	Type here.

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

- 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
- 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? Type here.

C. Local Tax Incentives Program

- As of September 30, 2014, did your local government have a local historic preservation tax incentives program (e.g. Mills Act)? ☐ Yes ☐ No
- 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? Type here.

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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? *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, 2014? *Type here.*

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? *Type here.*

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?
Type here.

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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_GPPRA/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
None	n/a

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? Two listed on our Local Register

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 Acts	3	85

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

- 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
- 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
Façade & Property Improvement Program (FPIP)	A total of \$93,000 in grants were given to five downtown properties found on the City's Historic Survey.

E. Design Review/Local Regulatory Program

- 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
- 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)? HPC reviewed a total of 2 projects

F. Local Property Acquisition Program

- 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
- If the answer is yes, then how many properties have been assisted under the program(s) since October 1, 2014? n/a

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Name of Program	Number of Properties that have Benefited
n/a	n/a

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? 1. Conduct another historic survey (last one was 2001), 2. Conduct more annual Mills Act property visits, 3. Develop guidelines for mid-century resources.
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? The City Council approved HPC's recommendation to rescind all application submittal fees for Certificates of Appropriateness, Local Register Designation and Mills Act.
- C. What recognition are you providing for successful preservation projects or programs? Recognition awards are given to property and business owners for their historic preservation efforts and presented in May.
- D. How did you meet or not meet the goals identified in your annual report for last year? The HPC succeeded in getting the fees for historic preservation related application fees waived and have been conducting more Mills Act visits, using objectives and a checklist developed by the Commission. An ad hoc workgroup is now discussing ideas for conducting our next survey.
- E. What are your local historic preservation goals for 2014-2015? ___? ___ Conducting another historic survey (last one was in 2001) and to conduct more Mills Act property visits each year and update design guidelines.
- 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? More training webinars.

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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
1. How to achieve compliance with State energy efficiency standards while preserving the architectural integrity of historic properties. 2. Post WWII Houses 3. Tree replacement and/or removal in historic neighborhoods	1. Webinars, online or local San Diego area training opportunities. 2. Technical assistance bulletins would be helpful for detailed topics like #1.

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?

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 – Link to new brochure for all Mills Act property owners:
<http://www.escondido.org/Data/Sites/1/media/PDFs/MillsActbooklet.pdf>

Email to Lucinda.Woodward@parks.ca.gov

HISTORIC PRESERVATION COMMISSION

Agenda Item No.: H.4
Date: February 2, 2016

TO: Historic Preservation Commissioners

FROM: Rozanne Cherry, Principal Planner

SUBJECT: Draft Goals

Below are suggestions to consider during the discussion on establishing 1- 5 year goals. The suggestions (in no particular order) were generated from commissioners' comments over the last several months.

1. Meet with representatives of the History Center, Pioneer Room and Old Escondido Neighborhood to discuss goals and collaborations.
2. Update the design guidelines for post WWII resources.
3. Complete 12 Mills Act Visits in 2016.
4. Coordinate with the west side Neighborhood Groups in gathering information to support Council initiation to designate a new historic district.
5. Update Historic Resources Survey:
 - a. Identify an area, or an era (40's, 50's, 60's), to survey in the next Historic Resources Survey update.
 - b. Become familiar with the CA Historic Resources Information System (CHRIS) and protocols for using the system.
 - c. Identify steps in the survey planning process, key components of a survey update and the roles of commissioners, volunteers, consultants and staff.
 - d. Research funding alternatives and determine most appropriate option.
 - e. Prepare RFP, interview consultants, make recommendation to Council.
6. Identify additional information resources to link to the Historic Preservation web page.