

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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 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 Pasadena

Report Prepared by: *Edwar Sissi, Assistant Planner* **Date of commission/board review:**
Design Commission: May 12, 2020; Historic Preservation Commission: July 21, 2020

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.
No amendments were considered during the reporting period. Amendments are being considered in the current reporting period and the scope of the amendments will be determined after public outreach.
2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.
https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17_ZONING_CODE_ART6L_AUSDEPEPR_CH17.62HIPR

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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

1. During the reporting period, October 1, 2018 – September 30, 2019, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
<i>901 Laguna Road</i>	<i>10/29/2018</i>	<i>Individual Landmark</i>	<i>10/30/2018</i>
<i>171 S. Grand Avenue</i>	<i>10/29/2018</i>	<i>Individual Landmark</i>	<i>10/30/2018</i>
<i>464 E. Walnut Street</i>	<i>11/5/2018</i>	<i>Individual landmark</i>	<i>11/06/2018</i>
<i>885 S. Madison Avenue</i>	<i>11/5/2018</i>	<i>Individual landmark</i>	<i>11/06/2018</i>
<i>1000 Cordova Street</i>	<i>11/5/2018</i>	<i>Individual landmark</i>	<i>11/06/2018</i>
<i>817 Rio Grande Street</i>	<i>11/19/2018</i>	<i>Individual landmark</i>	<i>11/20/2018</i>
<i>200 Fern Drive</i>	<i>11/19/2018</i>	<i>Historic Monument</i>	<i>11/20/2018</i>
<i>280 California Terrace</i>	<i>7/15/2019</i>	<i>Individual Landmark</i>	<i>7/16/2019</i>
<i>Arden Road Landmark District (LD-28)</i>	<i>7/22/2019</i>	<i>Landmark District, 21 contributing properties</i>	<i>7/23/2019</i>

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	Reason
<i>N/A</i>	<i>N/A</i>	

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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.

<https://ww5.cityofpasadena.net/planning/wp-content/uploads/sites/56/2017/07/Land-Use-Element-2016-01-25.pdf>

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? *Approximately in the year of 2025*

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? *(see below)*

Outside of the Central District, a Certificate of Appropriateness is required for major or minor projects affecting designated historic resources and for major projects affecting eligible historic resources. Major and minor projects are defined in the city's historic preservation ordinance as:

1) **Project (Major).** Includes any of the following:

- a. Any demolition or relocation of a structure or object, or removal of a significant feature of a historic resource, including significant interior fixtures designed by the firm of Greene and Greene.
- b. Any undertaking requiring a permit that significantly alters or changes the street-facing elevation or side elevations of a historic resource, including major changes to windows and doors or their openings, the application of new exterior wall cladding or coating which changes the appearance, design, or texture of a property, and the addition of dormers and other architectural features.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- c. Any addition of square footage to a building elevation that faces a street.
 - d. Front yard fences and walls in a historic or landmark district (excluding retaining walls), including those proposed on non-contributing properties.
 - e. New construction in a designated landmark and or historic district except for accessory structures.
 - f. Demolition of a non-contributing building in a designated landmark or historic district.
 - g. Any addition of a height greater than that of the existing building, if the addition is visible from the street.
- 2) Project (Minor).** Includes any of the following:
- a. Any demolition or removal of insignificant exterior features of a historic resource, including additions, windows, doors, and exterior siding material that is non-original or otherwise lacking in historic integrity.
 - b. Any undertaking requiring a permit that does not change substantially the exterior character-defining features of a historic resource, including re-roofing in a different material that replicates the existing or original roofing, replacement windows and doors matching the design and materials of the existing or original windows and doors (when it is infeasible to repair) and minor additions on secondary elevations and replacement windows and doors on secondary elevations.
 - c. Any undertaking to the environmental setting of a designated historic resource that is individually designated as a landmark or historic monument or individually listed in the National Register if the environmental setting is significant to the historic resource and has been defined as significant in the designation report for the historic resource.
 - d. In designated districts, demolition and alteration of garages and other accessory structures built within the period of significance on both contributing and non-contributing properties and new construction of such structures on any designated historic property (districts and individual properties).
 - e. Any addition on a non-street-facing side elevation or rear elevation if visible from a public right-of-way.
 - f. Any undertaking not requiring a permit that materially alters significant features of a historic resource or that may have an adverse effect on the significance of a historic resource, including replacement of windows and doors in existing openings, resurfacing exterior finishes (e.g., plaster cement in a radically different texture), or abrasive cleaning of masonry.
 - g. Substantial alterations to non-contributing buildings.
 - h. For non-contributing buildings that could be rehabilitated to become contributing, minor alterations including one-story rear additions, replacement windows and doors, replacement garage doors, new siding or wall cladding or new dormers are considered minor projects. For non-contributing buildings built outside the period of significance of the district, these types of projects are exempt from review.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- i. Side yard fences and walls and driveway gates in a historic or landmark district (excluding retaining walls).
- j. Any undertaking determined minor by the Director.

The review authority for applications for Certificates of Appropriateness is as follows:

Category of Review	Type of Historic Resources in Category	Review Body
Category 1 Review	All designated historic resources and districts (local, state and national).	Demolitions and major projects reviewed by Historic Preservation Commission. Minor projects reviewed by staff.
Category 2 Review	All eligible or potentially eligible historic resources.	Demolitions reviewed by HPC. Major projects affecting eligible individual properties or contributing structures to eligible National Register Historic Districts reviewed by staff. Minor projects not reviewed.

Within the Central District, design review is conducted according to the following thresholds:

A. Table 6-2: Thresholds for Design Review and Demolition Review in the Central District	
Project Type	Review Authority
1. New Construction.	
Structures up to 5,000 sq. ft.* or residential projects with nine or fewer dwelling units.	Director
Structures 5,000 sq. ft.* or more or residential projects with 10 or more dwelling units.	Design Commission
2. Existing Structures: Major Rehabilitation and Substantial Alterations.	
Arroyo Corridor, Civic Center, Lake Avenue, Old Pasadena, Playhouse District, and Urban Housing.	
Structures up to 10,000 sq. ft.*	Director
Structures 10,000 sq. ft.* or more.	Design Commission

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

3. Existing Structures: Minor Rehabilitation and Minor Alterations.	
A. Civic Center, Lake Avenue, Old Pasadena, and Playhouse District.	
All structures.	Director
B. Arroyo Corridor and Urban Housing.	
Historic resources.	Director
All other structures.	No Review
4. New Storefronts and Alterations to Existing Storefronts.	
All structures.	Director
5. Signs.	
New signs and awnings, replacement of existing building identity signs in existing locations (copy/logo change only).	Director
New building identity wall signs.	Design Commission
6. Demolition Reviews; Relief from Replacement Building Permit.	
Structures ineligible for historic designation.	Director
Historic resources.	Design Commission
7. Public Projects.	
New construction of structures up to 5,000 sq. ft.* (for projects open to public view) and major rehabilitation or substantial alterations to existing buildings up to 10,000 sq. ft.* Minor projects, as defined in Section 17.80.020.H, affecting historic resources.	Director
New construction of structures 5,000 sq. ft.* or more and major rehabilitation or substantial alterations to existing buildings 10,000 sq. ft.* or more. Major projects, as defined in Section 17.80.020.H, affecting historic resources.	Design Commission (with advisory review by Historic Preservation Commission for projects affecting historic resources)
* Sq. ft. means total amount of gross floor area expressed in square feet.	

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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, meeting NPS professional qualifications, reviews all projects funded by CDBG and other federal programs, reviews Cultural Resources Sections for Initial Studies and reviews EIRs where historic resources are affected by a project. The Historic Preservation and Design commissions review Initial Studies and EIRs in an advisory capacity (occasionally they are responsible for approving an environmental study), and the commissions routinely review and certify CEQA Exemptions.

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, meeting NPS professional qualifications, reviews all projects funded by CDBG and other federal programs, reviews Cultural Resources Sections for Initial Studies and reviews EIRs where historic resources are affected by a project. The Historic Preservation and Design commissions review Initial Studies and EIRs in an advisory capacity (occasionally they are responsible for approving an environmental study), and the commissions routinely review and certify CEQA Exemptions.

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 from the Housing & Career Services Department sends requests for housing rehab assistance to design & historic preservation staff for the Section 106 review. Staff receives a photo of the house and a summary of the work to be performed, and conducts the Section 106 review.
- 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 from the Housing & Career Services Department sends requests for housing rehab assistance to design & historic preservation staff for the Section 106 review. Staff receives a photo of the house and a summary of the work to be performed, and conducts the Section 106 review.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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

A. Commission Membership

Historic Preservation Commission				
Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Arbogast, John	Public Administration	July 2017 (reappointed July 2019)	June 2022	arboguy@aol.com
Chasteen-Elfarra, Carrie	Historic Preservation	August 2015 (reappointed July 2018)	June 2021	cechasteen@yahoo.com
De La Cruz, Juan		July 2019	June 2021	juansdelacruz@sbcglobal.net
Floyd, Gary	Audio Visual, Electrical, Lighting Consultant	July 2014	June 2019	gfloyd1@ix.netcom.com
Kranwinkle, Susan	Education	September 2015 (reappointed July 2019)	June 2022	skranwinkle1@icloud.com
Lyon, Jason	Law	December 2017	June 30, 2020	jason@jasonlyon.com
Menchaca, Alejandro	Law	July 2017	June 2020	amenchaca@ymail.com
Miller, Denver	Urban Planning	June 2015 (reappointed July 2019)	June 2020	qq2you@aol.com
Miller, Tina	Art Director	July 2019	June 2022	tmpasadena@aol.com
Mueller, Phyllis	Public Administration	June 2016 (reappointed July 2019)	June 2022	phyllismueller@sbcglobal.net
Potter, Carol	Education	September 2015 (reappointed July 2018)	June 2021	potterc@earthlink.net

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Design Commission (Acts as Historic Preservation Commission in Central District)				
Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Carpenter, Robert	Architect	April 2019	June 2022	rcarpenterarchitect@chartner.net
Chasteen-Elfarra, Carrie	Historic Preservation	October 2019	June 2021	cechasteen@yahoo.com
Chiao, Philip	Architect	June 2017	June 2020	philipchiao@gmail.com
Coppess, Michael		August 2019	June 2020	michaelcoppess@sbcglobal.net
Edwards, Jonathan	Sales	February 2017	June 30, 2019	jedwards@gmail.com
Floyd, Gary	Audio Visual, Electrical, Lighting Consultant	July 2014	June 2019	Gfloyd1@ix.netcom.com
Keane, Patricia	Law	November 2015	June 25, 2020	trickeane@gmail.com
Lim, Adriana	Property Assessment	August 2019	June 2022	adrianalim65@outlook.com
Loomis, Alan	Architect, Urban Design Planner	October 2014	June 2020	alanloomis@outlook.com
Rao, Srinivas	Architect	October 2019	June 2022	srao@krdesigninc.com
Rawlings, Andrea	Architect	April 2015	June 2019	andrea@lafn.org
Sepulveda, Yolanda	Urban Design Planner	September 2018	June 2021	yolanda@spectacleinc.com
Toro, Jose Noel	Architect	July 2016 (reappointed July 2019)	June 2022	jntoro@gmail.com
Yoo, Yong	Architect	September 2016	June 2019	yyoo@gonzalezgoodale.com

Attach resumes and Statement of Qualifications forms for all members.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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.
Each commission has at least two qualified professionals.

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

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No If not, who serves as staff?
2. If the position(s) is not currently filled, why is there a vacancy? **N/A**

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Leon White Principal Planner	Urban Planning	Planning	lwhite@cityofpasadena.net
Kevin Johnson Senior Planner	Urban Planning	Planning	kevinjohnson@cityofpasadena.net
Amanda Landry Senior Planner	Urban Planning	Planning	alandry@cityofpasadena.net
Rodrigo Pelayo Associate Planner	Urban Planning	Planning	rpelayo@cityofpasadena.net
Edwar Sissi Assistant Planner	Urban Planning	Planning	esissi@cityofpasadena.net

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.

Please see the attendance record attached to this report (Exhibit E & F).

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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
Johnson, Kevin	• Annual California Preservation Foundation (CPF) Conference	• 3 days	• CPF - Conference	• May 8-11, 2019
	• Pasadena Historic Preservation Awards (presentation, event, and ceremony)	• 2 hours	• City of Pasadena	• May 23, 2019
	• “Decoding Preservation: A 360-Degree Look at Historic Preservation Ordinances, Policy, and Practice” (workshop)	• 6 hours	• CPF	• September 20, 2019
	• “Building a Bullet-Proof Case for the Economic Benefits of Historic Preservation” (webinar)	• 1 hour	• CPF	• September 25, 2019
Landry, Amanda	• American Planning Association Annual Conference	• 4 days	• APA - Conference	• April 13-16, 2019
	• American Planning Association, California Chapter Annual Conference	• 4 days	• APA California - Conference	• Spetember 15-18, 2019
Pelayo, Rodrigo	• “California Historic Building Code: From Purpose to Practice (CPF Conference - Workshop)	• 3 hours	• CPF - Conference	• May 8, 2019
	• “Designated Destinations Tour” (CPF Conference - Mobile Workshop)	• 4.5 hours	• CPF - Conference	• May 8, 2019
	• “Preservation, Sustainability, and Reuse of the Sunnylands Cultural Landscape” (CPF Conference - Mobile Workshop)	• 3 hours	• CPF - Conference	• May 9, 2019
	• “Repair of the 1938 Streamline Moderne Facades of the Saban [May Co. Building] (CPF Conference - Seminar)	• 1.5 hours	• CPF - Conference •	• May 9, 2019

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Sissi, Edwar	<ul style="list-style-type: none"> American Planning Association (APA) Annual Conference: "San Francisco's Evolving Central Waterfront" (Mobile Workshop) 	• 5 hours	• APA - Conference	• April 13, 2019
	<ul style="list-style-type: none"> Urban Design and Preservation Division Meeting (APA conference - Meeting) 	• 1 hour	• APA - Conference	• April 14, 2019
	<ul style="list-style-type: none"> "Heritage Preservation: This Place Matters" (APA Conference - Seminar) 	• 1 hour	• APA - Conference	• April 14, 2019
	<ul style="list-style-type: none"> "Reweave the Urban Fabric: Hayes Valley" (APA Conference - Mobile Workshop) 	• 3 hours	• APA - Conference	• April 15, 2019
	<ul style="list-style-type: none"> "Treasure Island: A Forward-Looking Community" (APA Conference - Seminar) 	• 1 hour	• APA - Conference	• April 16, 2019
	<ul style="list-style-type: none"> "Preservation, Sustainability, and Reuse of the Sunnylands Cultural Landscape" (CPF Conference - Mobile Workshop) 	• 3 hours	• CPF - Conference	• May 9, 2019
	<ul style="list-style-type: none"> "Heritage Tourism and Historic Preservation: Issues and Benefits to Communities" (CPF Conference - Seminar) 	• 1 hour	• CPF - Conference	• May 10, 2019
	<ul style="list-style-type: none"> "Palm Springs Preservation Program Update" (CPF Conference - Seminar) 	• 1 hour	• CPF - Conference	• May 10, 2019
Arbogast, John	<ul style="list-style-type: none"> Formal training in Historic Preservation Methodology, Techniques, and Funding (Workshops) 	• 6 days / 40 hours	• Newport Rhode Island Historical Society, RI	• August 25-31, 2019
	<ul style="list-style-type: none"> Historical tours, workshops, and interpretation techniques (Workshops and Tours) 	• 4 days / 20 hours	• Colonial Williamsburg Foundation, VA	• July 4-8, 2019
	<ul style="list-style-type: none"> Class in California and Local History, (College Course) 	• Fall Semester 2019 / 60 hours	• Pasadena City College	• September - December 2019

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Chasteen-Elfarra, Carrie	• “California and Federal Legislative and Legal Updated” (Webinar)	• 1.5 hours	• CPF	• November 8, 2018
	• “AB 1234 Ethics Training” (Training)	• 2 hours	•	• December 11, 2018
	• CPF Annual Conference	• 3 days	• CPF	• May 8-10, 2019
	• NAEP Conference	• 3 days	• NAEP	• August 29, 2019
	• CPF Walking Tour	• 2 hours	• CPF	• September 3, 2019
	• HPC Walking Tour of Raymond Summit District	• 1 hour	• City of Pasadena	•
Chiao, Philip	• “Off the Beaten Track” (Huntington Library - Lecture)	• 1 hour	• Sue Fawn Chung, professor	• April 17, 2019
	• “California Ranches in Transition” (Huntington Library - Lecuture)	• 1 hour	• Marc Appleton, architect	• August 5, 2019
Rawlings, Andrea	• Architectural Licensing Continung Education Courses	• On-Going	• California Architects Board	• Continuous

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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 (excluding those funded by OHP)

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.

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**

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From To	Reason	Date of Change
164 Chestnut Street	Addition	New Designation: Status Code of (5S2)	Property Evaluation	November 13, 2018
171 S. Grand Avenue	Addition	New local Landmark not previously on Inventory, Status Code of (5S1)	Individual Landmark Designation	October 30, 2018
885 S. Madison Ave.	Addition	New local Landmark not previously on Inventory, Status Code of (5S1/5D1)	Individual Landmark Designation	November 6, 2018
817 Rio Grande Street	Addition	New local Landmark not previously on Inventory, Status Code of (5S1)	Individual Landmark Designation	November 20, 2018

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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? How were the commissioners and staff involved? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
<ul style="list-style-type: none"> Historic Preservation Awards 	<p>Awards were given to property owners, designers/architects and contractors for exceptional historic resource restoration or rehabilitation projects.</p> <p>Staff/Commission Involvement: Staff administered the awards event and the nomination process with Historic Preservation Commission conducting advisory review. The Commission reviewed and determined the approved nominations.</p>	May 23, 2019
<ul style="list-style-type: none"> Historic Marketing Tools 	<p>We continue to promote and update the City's "Historic Pasadena" smart phone application, website, and walking/driving tour brochures</p> <p>Staff/Commission involvement: Staff developed the software with the selected vendor in consultation with the Commission for the program launch, and its continued updates. The Commission members regularly test the updates to provide real-user feedback on its performance.</p>	Ongoing
<ul style="list-style-type: none"> Mills Act Workshop with Pasadena Heritage 	<p>A workshop was conducted by staff in concert with the local preservation organization, Pasadena Heritage, to provide an overview of the City's Mills Act program and discussion on best practices for what to include in the Work Plans.</p>	March 2019
<ul style="list-style-type: none"> Arden Road Landmark District Nomination Public Outreach / Workshop 	<p>A workshop was conducted by the Historic Preservation Commission and staff to inform property owners in the proposed Arden Road Landmark District of the effects of the designation.</p>	December 4, 2018

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS 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 at

http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx

A. CLG Inventory Program

During the reporting period (October 1, 2018-September 30, 2019) 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
Local designation of individual resources	Four (4) properties were added - all other individual resource designations listed earlier in this report were already in the CLG inventory.
Local designation of landmark districts	28 for the Arden Road Landmark District
CLG Surveys	0
National Register listing of individual properties	0
National Register listing of districts	0

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

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

1. During the reporting period (October 1, 2018-September 30, 2019) 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 from October 1, 2018 to September 30, 2019? [1 Landmark District consisting of 28 properties & 8 individual Landmark properties.](#)

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2018-September 30, 2019) 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 from October 1, 2018 to September 30, 2019?

Name of Program	Number of Properties Added During 2018-2019	Total Number of Properties Benefiting From Program
Historic Property Contract Program	23	326

D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2018-September 30, 2019) 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) from October 1, 2018 to September 30, 2019? [N/A](#)

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

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2018-September 30, 2019) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? Yes No

2. If the answer is yes, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s) from October 1, 2018 to September 30, 2019? *117 applications*

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2018-September 30, 2019) 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) from October 1, 2018 to September 30, 2019?

Name of Program	Number of Properties that have Benefited
Acquisition by Eminent Domain for the Protection of Historic Resources.	0

IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN A SUMMARY OF LOCAL PRESERVATION PROGRAMS

- A. What are your most critical preservation planning issues? *The most critical preservation planning issues include 1) alterations/demolitions of eligible, undesignated historic properties and 2) Completing landmark districts and updating outdated surveys.*

- 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 continues to expand upon protecting its notable historic heritage with the addition of its 28th Landmark District, Arden Road, a residential district representing the context of Period Revival Architecture and Development and closely associated with the City's prestigious educational history, and the California Institute of Technology, located nearby.*

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- C. What recognition are you providing for successful preservation projects or programs? The Commission held its annual awards program on May 23, 2019 at the historic Hotel Constance, and issued 7 awards for outstanding landscape rehabilitation, restoration, preservation, rehabilitation, and reconstruction. The winners were for the single-family home rehabilitations of 440 S Grand Avenue, 627 South Marengo Avenue, 1091 N. Marengo Avenue, and the Meyers Residence; the single-family restoration of 1189 N. Wilson Avenue; and the commercial rehabilitation of the Constance Hotel.
- D. How did you meet or not meet the goals identified in your annual report for last year?
1. Complete update to Historic Pasadena smart phone app to return it to functioning use as an informational and educational tool for the public.
 - Status: Ongoing; technology consultant CF Webtools is actively updating the application and expects to complete and release it in spring 2020.
 2. Continue CHRID database enhancements to ensure accuracy of smart phone application.
 - Status: Ongoing as staff time permits.
 3. Continue to provide staff support for the development of new landmark districts.
 - Status: Ongoing as requested by citizens.
 4. Evaluate the Mills Act contract selection criteria and inspection program.
 - Status: Ongoing. Selection criteria currently under review and likely to be updated in 2021. Inspection program was expanded in January 2019 and is ongoing.
 5. Report to HPC on the Mills Act financial benefits to property owners.
 - Status: Completed. Report was made on September 17, 2019.
 6. Continue to evaluate public outreach programs using social media and other traditional means.
 - Status: Not completed. Public outreach being planned for ordinance update in 2020.
 7. Continue Historic Preservation Awards Program as part of National Historic Preservation Month. Review and update award criteria if determined necessary.
 - Status: Completed. Historic Preservation Awards event was held on May 23, 2019. Award criteria changes were not determined to be necessary.

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

- E.** What are your local historic preservation goals for 2019-2020?
1. Implement the historic preservation goals, policies and programs of the Comprehensive General Plan by developing new landmark districts and developing strategies for preservation of eligible but undesignated properties.
 2. Continue Mills Act inspection program to ensure that recipients are following through with required work projects.
 3. Continuing CHRID database enhancements to ensure accuracy of smart phone application.
 4. Complete update of Historic Pasadena Smart Phone app and release to the public.
 5. Evaluate the Mills Act contract selection criteria and inspection program.
 6. Report to HPC on the Mills Act financial benefits to property owners.
 7. Continue to evaluate public outreach programs using social media and other traditional means.
 8. Continue Historic Preservation Awards Program as part of National Historic Preservation Month. Review and update award criteria if determined necessary.
 9. Amend the City's Historic Preservation Ordinance to reflect the historic preservation goals in the City's General Plan Land Use Element, respond to best practices of historic preservation, and provide clarity to the public and to staff in the administration of historic preservation policies.
 10. Apply for a CLG grant to update specified outdated historic context reports and surveys.
- 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? Staff is currently drafting revisions to the City's Historic Preservation Ordinance, and will require OHP's technical assistance prior to adoption.
- 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.)?

Certified Local Government Program -- 2018-2019 Annual Report

(Reporting period is from October 1, 2018 through September 30, 2019)

Training Needed or Desired	Desired Delivery Format
<ul style="list-style-type: none">Evaluating 1970s and 1980s buildings and their architectural significanceHistoric construction methodology and identification of original historic building fabric.	<ul style="list-style-type: none">Webinar and field training (active construction project sites)

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

I. Is there anything else you would like to share with OHP? No.

XII Attachments

Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
(Exhibit A – Commission Members)
(Exhibit B – Staff Members)

Minutes from commission meetings
(Exhibit C – Historic Preservation Commission)
(Exhibit D – Design Commission)

Commission and staff meeting attendance records
(Exhibit E – Historic Preservation Commission)
(Exhibit F – Design Commission)

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