

Certified Local Government Program -- 2017-2018 Annual Report

(Reporting period is from October 1, 2017 through September 30, 2018)

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 Alameda

Report Prepared by: *Henry Dong, Planner III*

Date of commission/board review: *January 10, 2018*

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.

On May 3, 2018, the Historical Advisory Board started discussions regarding an amendment to the Historical Preservation Ordinance to increase protection of historic/heritage trees, including adding a requirement for certified arborist review, establishing review standards, clarifying protected trees, and other miscellaneous administrative and clarifying statements. The proposed amendments were shared with the California Office of Historic Preservation (OHP) in April 2018, as required per Alameda's

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membership in the State and national Certified Local Government program. City staff is continuing its work on the draft ordinance in 2019.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.
https://library.municode.com/ca/alameda/codes/code_of_ordinances?nodeId=CHXIIIBUHO_ARTVIIIHIPR

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

1. During the reporting period, October 1, 2017 – September 30, 2018, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
<i>None</i>	<i>NA</i>	Type here.	Type here.

REMINDER: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

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>None</i>	<i>NA</i>	

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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.

https://alamedaca.gov/sites/default/files/document-files/files-inserted/general_plan_ch5.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? **An update to the General Plan Land Use Element may occur within the next two years, which may cover historic preservation issues. A specific project schedule has not yet been determined.**

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? ***Alameda has both a Design Review process and a Certificate of Approval (CA) process for exterior alterations to historic properties. All exterior alterations meeting certain thresholds are subject to Design Review. The thresholds are listed here:***
https://library.municode.com/ca/alameda/codes/code_of_ordinances?nodeId=CHXXDERE_ARTIISTDERERE_30-37DERERE_30-37.2IMSUDEREEX ***Design Review is performed at staff level with oversight by the Planning Board. Alterations that result in a demolition of the resource or materially alter character-defining features are subject to an additional CA process that requires finding the project consistent with the Secretary's Standards. All CA applications require a public hearing before the HAB except those involving the removal of accessory structures and failing heritage trees are delegated to staff level review.***

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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? *For development projects involving historic resources subject to an EIR, the HAB has an opportunity to provide input during the public scoping session for the EIR. The HAB also has an opportunity to provide input once the Draft EIR is circulated for public review. For other non-EIR CEQA determinations, HAB input is provided as part of its decision on a CA application.*

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? *Same as above.*

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? *As needed, the City coordinates with the U.S. Navy on projects at the former Alameda Naval Air Station that require Section 106 consultation and may prepare required documentation depending on the project requirements and circumstances. Depending on the size and scale of the undertaking, the HAB typically holds public workshops to understand the scope of work, deliberate on key issues and/or provide direction to staff.*
- 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? *Same as above.*

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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
Chee Chan	Licensed Contractor	6/17/2014	Ended 6/30/2018	Cheechan57@hotmail.com
Lynn Jones	At-Large	9/5/2017	6/30/2021	lynnjones@gmail.com
John Piziali (Chair)	At-Large	7/1/2014	Ended 6/30/2018	jpbullit@comcast.net
Norman Sanchez	At-Large	9/5/2017	6/30/2021	norman@nsarchitecture.com
Thomas Saxby	Architect	7/1/2016	6/30/2020	tsaxby@tsaxbyarchitect.com
Alvin Lau (New)	Licensed Contractor	6/19/2018	6/30/2022	alvinklau@gmail.com
Jenn Wit (New)	At-Large	9/5/2018	6/30/2022	jennheflinwit@gmail.com

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

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? **NA**

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Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Allen Tai, AICP Planning Services Manager	Design Review/Historical Preservation staff	Planning, Building, & Transportation Department	atai@alamedaca.gov

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. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Chee Chan	☐	☐	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐
Lynn Jones	☒	☐	☐	☐	☐	☐	☐	☒	☒	☐	☐	☐
John Piziali, Chair	☒	☐	☒	☐	☐	☐	☐	☐	☒	☐	☐	☐
Norman Sanchez	☐	☐	☒	☐	☐	☐	☐	☒	☒	☐	☐	☐
Thomas Saxby	☒	☐	☒	☐	☐	☐	☐	☒	☒	☐	☐	☐
Allen Tai - Staff	☒	☐	☒	☐	☐	☐	☐	☒	☒	☐	☐	☐
Type here.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

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
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Historic Advisory Board and Staff	Webinar: Applying the Secretary of Interior's Standards for the Treatment of Historic Properties	90 minutes	California Preservation Foundation	March 13, 2018
Historic Advisory Board	Tree Preservation Matters	30 minutes	Staff	May 3, 2018

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
Draft Alameda Shipways Historic Resources Evaluation https://alamedaca.gov/shipways-1200-marina-village-parkway-alameda	Historic context statement and research related to the former Alameda Shipways site constructed as part of the Bethlehem Alameda Shipyard	This evaluation updates previous documentation of the former Bethlehem Shipyard site from the 1980s and 1990s. The current evaluation is performed as part of an EIR prepared for the Alameda Shipways Residential Master Plan project.	

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
NA	NA	NA	NA	NA	NA	NA

How are you using the survey data? [Type here.](#)

C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From _ To _	Reason	Date of Change
Alameda Shipways Site - 1100 Marina Village Parkway	Added to the local Alameda Historical Building Study List	Changed from unlisted to listed as a historic resource eligible for the National Register of Historic Places	Based on an updated historic resource evaluation for the Alameda Shipways site as part of the Alameda Shipways Residential Master Plan EIR	June 7, 2018

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.

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Item or Event	Description	Date
Presentation by Historian Woodruff Minor: A Legacy of Enterprise and Innovation.	A presentation on the history of Alameda's industrial development spanning the late 19th through mid-20th centuries. Available online: https://alamedaca.gov/community-development/planning/historic-preservation	Ongoing
California Preservation Foundation Design Review Webinar for Local Realtors	Online webinar focusing on local Design Review process programs customized for local realtors. Staff participated in developing the presentation, providing Alameda-specific training materials, and delivering the webinar presentation. http://www.californiapreservation.org/recorded-webinars.html	Ongoing
Public Workshop-Introduction to Design Review and Certificate of Approval Process	Presentation on the City's Design Review and Certificate of Approval programs and the goals and objectives of the Secretary's Standards for the various treatments of historic resources. Online video: https://alameda.legistar.com/Calendar.aspx (Select Feb. 5, 2015 HAB meeting for video)	Ongoing
Historic Preservation Season	Adoption of proclamation by the City Council, displays in City Hall during Preservation Season, coordination of lecture series, Special Tours of historic properties, and other community events coordinated with local preservation organization.	Annually
City's Historic Preservation Webpage – contains the Architectural and Historical Resources publication, information on architectural styles in Alameda, historic districts, and other local resources. Provides link to other Internet resources on historic preservation in Alameda.	http://alamedaca.gov/community-development/planning/historic-preservation	Ongoing

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

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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, 2017-September 30, 2018) 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
Historical Building Study List	1

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

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2016 to September 30, 2017? None added during this period.

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018?

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Name of Program	Number of Properties Added During 2016-2017	Total Number of Properties Benefiting From Program
NA	NA	NA

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

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018? 29

F. Local Property Acquisition Program

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1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

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? *Public education and awareness of Alameda's many historic properties and informing the public about the rules and regulations and best practices that exist to protect those resources.*
- A. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? *The City continued its Façade Improvement Grant program to help local businesses maintain and upgrade commercial facades, including a number of historic storefronts. In the past year, proposed new development at or adjacent to the NAS Alameda Historic District and the National Register listed Park Street Historic District also provided many opportunities for the community to learn about the district's fascinating historic character and participate in discussions of the many issues related to new development within that historical context.*
- A. What recognition are you providing for successful preservation projects or programs? *Projects located within either the Park Street Historic Commercial District or the NAS Alameda historic district are automatically eligible for expedited plan check and approval process. This program, Alameda At Your Service, was launched in 2014 as an incentive for investment in the City, especially economic and historic preservation which benefit the community. More information is available online at: <http://alamedaca.gov/permits>*

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- A. How did you meet or not meet the goals identified in your annual report for last year? *Due to changing City priorities and increasing workload, the City was unable to work on the preservation ordinance update this past year. Nonetheless, the City continued its Design Review program to ensure any work on historic properties is performed according to adopted City guidelines and requirements, including consistency with the Secretary of the Interior's Standards. Ongoing website and permit center improvements were made to make design guidelines accessible to the public. The City is working to streamline the Design Review program to facilitate a simpler process for property owners wishing to renovate or restore their homes.*
- A. What are your local historic preservation goals for 2018-2019? *Continue successful coordination of the Façade Improvement Grant Program with the City's Economic Development Division. Identify opportunities and resources to develop a historic resources database. Seek opportunities to continue public workshops and presentations involving the Historical Advisory Board.*
- A. 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 could use assistance in organizing/building a database of information related to past surveys. This information is currently available only as hardcopies. Advice and best practices on developing GIS-based data would also be helpful. Also, information about new property survey methods and technologies would be helpful.*
- B. 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
Overview of OHP's role, programs, resources, as well as tips on applying for CLG grants.	Webinar or Self-Help
Provide training and resources on organizing volunteer efforts to support community programs such as plaques and other historic property recognition.	Webinar or Self-Help

- C. 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?

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XII Attachments

- ☒ Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- ☒ Minutes from commission meetings - (Available online at <https://alameda.legistar.com/Calendar.aspx> Then select from menu options the Historical Advisory Board and desired Meeting dates.)
- ☐ 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

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of Alameda
Name of Commissioner Thomas Saxby
Date of Appointment: 6/21/2016
Date Term Expires: 6/30/2020

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

X Yes

 No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

THOMAS SAXBY ARCHITECT



SELECTED HISTORIC BUILDING EXPERIENCE

Thomas Saxby has over 30 years of experience in architecture; 22 years as an independent architect and additional experience as a project architect working for several prominent firms in the San Francisco Bay Area. The projects below focus on Thomas' experience with the preservation and adaptive reuse of historically significant buildings.

Old Oakland/Victorian Row Historic District

Oakland, California

1982-1990 and 2007-Current

Old Oakland/Victorian Row is a National Register Historic District featuring ten circa 1864 to 1884 buildings considered to be one of the finest collections of commercial Victorian structures on the West Coast. Working with the original developer in the 1980s and as an independent architect since 2007, Thomas is currently assisting the Owner with space planning, tenant improvements and general building upgrades.



Ninth Street, Old Oakland

William R. Thorsen House

Berkeley, California

1982-Current

The Thorsen House is the last of the masterfully designed and elaborately crafted wooden bungalows designed by Greene and Greene Architects during the period of 1907-10, and has received international recognition as an American Arts and Crafts masterpiece. Preserving and protecting the Thorsen House has been Thomas' mission and passion for decades. The house is on the National Register of Historic Places and is a City of Berkeley Landmark. Thomas is currently overseeing the reconstruction of a timber-framed balcony connecting the house to the garage.



William R Thorsen House

Historic Central Building

Oakland, California

2006-Current

The Central Savings Bank is a 1926 historic high-rise office building located in the center of Oakland's downtown commercial district. Thomas Saxby has been assisting the owners for the past 10 years with a variety of building improvements including restoration of the historic terra cotta façade and wood windows, designing tenant improvements, remodeling the lobby and elevators, retrofitting fire sprinkler systems into the existing floors, installing emergency electrical and lighting systems, retrofitting accessible facilities, and providing a roof-mounted exterior scaffolding system.



Corner of Broadway & 14th Street

Keller Ranch
Clayton, California
2000-2003

The Keller Ranch includes a 1912 historic house and outbuildings on a native American archeological site. Thomas assisted the City of Clayton with the building evaluation to determine the historic value and the feasibility of rehabilitating the house as a community facility. Thomas' work included nominating the property to the California Register of Historic Resources and working with a City appointed steering committee to determine appropriate uses for the historic building and site.



Keller Ranch House, c. 1912

Endeavor Hall
Clayton, California
1999-2001

Endeavor Hall is an 1863 meeting hall that has been used by local community organizations for many generations. Thomas assisted the City of Clayton with the building rehabilitation including seismic strengthening, new mechanical, electrical, and plumbing systems, and an addition to accommodate a stage, a commercial-grade catering kitchen and accessible toilet facilities. The renovated building, now a favorite location for both public and private events, includes an assembly room that accommodates up to 130 people and an exterior courtyard for larger receptions and activities.

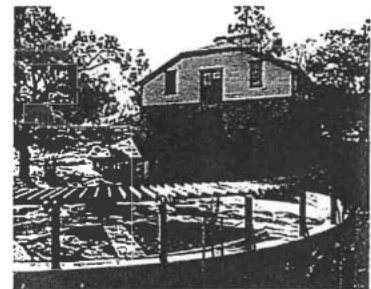


Endeavor Hall, c. 2002

**Governor's Historic
Preservation Award, 2002**

Clayton Civic Center / DeMartini Winery
Clayton, California
1995-1997

The DeMartini Winery was built in 1885 and is listed on the National Register of Historic Places. In 1995, the City of Clayton decided to convert the building into their administration offices and police facility. The project involved extensive site planning and development, preservation of the historic building exterior, adaptive reuse of the interior for office use, and seismic strengthening of 30-inch thick unreinforced sandstone walls. The design challenges of converting a winery into office use included bringing the building into compliance with current code and accessibility requirements, enclosing the winery's open air design, and integrating a new mechanical system to condition the space while preserving character-defining architectural features.



DeMartini Winery Building, c. 1998

**Governor's Historic
Preservation Award, 1998**

**California Preservation
Foundation 1998 Design
Award**

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of Alameda

Name of Commissioner Norman Sanchez

Date of Appointment: 1/3/2017 ; reappointed 9/5/2017

Date Term Expires: 6/30/2021

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At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

☒ Yes

☐ No

Summarize you qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

NORMAN SANCHEZ

President at Norman Sanchez Architecture Inc.



SUMMARY

Principal architect and sole owner of an Alameda based architecture firm established in 2003 focusing on residential remodels & additions and tenant improvement projects throughout the greater San Francisco Bay Area. I strive to create aesthetically pleasing spaces reflective of the client vision and respectful of their budget. I believe in a collaborative approach from design through construction administration and that strong relationships with my clients and professional peers result in elegant and graceful spaces in which to live and work. My creative talents and my exceptional inter-personal, organizational, technical and negotiation skills have enabled me to be a successful business owner for the past 14 years.

WORK EXPERIENCE

Principal Architect

Norman Sanchez Architecture Inc. | Alameda, CA | 2003 – Present

- Meet with potential clients to discuss their project requirements; author agreements defining project scope and compensation schedules
- Obtain necessary project data and assist in establishing project requirements
- Produce design solutions for client meetings and approval to secure planning approval from local jurisdictions
- Produce architectural drawings to secure a building permit from local jurisdictions
- Meet with city, county and state agency personnel to ensure architectural drawings meet code related requirements at both the Planning & Building phases of the project
- Advocate for clients at select board meetings and/or community forums to secure approval of project design as required
- Coordinate with professional peers to ensure consistency of design and mutual expectation with respect to timeline & budget
- Coordinate with & review work of Junior Drafters
- Review office procedures and practices & identify areas for improvement
- Review firm financials and marketing plan to ensure profitability & identify areas for improvement

Senior Drafter

Studio Bergtraun / Emeryville, CA / 1997 – 2003

- With limited supervision produce architectural drawings to secure a building permit from local jurisdictions
- Represent firm at client & project team meetings, document next steps and/or requested changes, coordinate with peers and implement approved changes into architectural drawings
- Perform existing conditions measurements at project site
- Manage and maintain computer network and software applications

Junior Drafter

Mikiten Architecture / Emeryville, CA / 1997 – 1999

- With limited supervision produce architectural drawings to secure a building permit from local jurisdictions

EDUCATION

BA in Architecture | University of California at Berkeley

ACCREDITATIONS & PROFICIENCIES

CA Licensed Architect since 2003 (C-29528)

LEED Certified

Fluent in Spanish

Vectorworks (CAD software); Macintosh Operating System; Microsoft Office

COMMUNITY ACTIVITIES

Serve on Historic Advisory Board with the City of Alameda (Jan 2017 – Present).

Volunteer at Save The Bay doing coastal cleanup and restoration (2014 – Present).

Volunteer at Saint Joseph Notre Dame High School at various events (2013 – 2017).

Volunteered with Alameda Soccer Club as a soccer coach (2005 – 2014).

Served as President for the Young Architect's Forum with the Oakland AIA (2009).

Statement of Qualifications
for
Certified Local Governments Commissioners

Local Government City of Alameda
Name of Commissioner Lynn Jones
Date of Appointment: 6/21/2016; Reappointed 9/5/2017
Date Term Expires: 6/30/2021

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Are you a professional in one of the disciplines associated with historic preservation?

☒ Yes ☐ No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.



CITY OF ALAMEDA APPLICATION HISTORICAL ADVISORY BOARD

FILED
APR 27 2016

CITY OF ALAMEDA
CITY CLERK'S OFFICE

Please check which seat(s) you are qualified for:

- ☐ Architect, Building Designer or Registered Landscape Architect
- ☒ Member-at-Large (with an interest in community design)
- ☐ Registered Architect ☐ State Licensed General Building Contractor

Please clearly print the following information:

Name: JONES LYNN S
(Last) (First) (Middle Initial)

Address: [REDACTED]

Telephone Home: MOBILE [REDACTED] Business: SELF-EMPLOYED - ARTIST/GRAPHIC DESIGNER

E-mail: [REDACTED]

Occupation: ARTIST / GRAPHIC DESIGNER Employer: SELF

Would Board decisions conflict with your or your spouse's business or occupation? Yes ☐ No ☒

If yes, please explain: NA

Qualifying Education (List schools attended and degrees obtained):

UCBERKELEY (PRACTICE OF ART - BA) ; MISSISSIPPI COLLEGE (MEDICAL BIOLOGICAL SCIENCES - M.S.)

Qualifying Experience (List prior practical experience which would qualify you for the Board):

HOME OWNER; ALAMEDA RESIDENT ; ART INSTRUCTOR FOR A NUMBER OF STUDENTS

FROM THE COMMUNITY ; GOING THROUGH THE REMODELING PROCESS and have experience with ALAMEDA BUILDING and PLANNING DEPT.

Other Comments: I LOVE ALAMEDA and am honored to be considered as a historical advisory board member - I'm interested in preserving the charm and historical authenticity of Alameda.

Application forms are public information. Would you like your telephone numbers/address withheld? Yes ☒ No ☐
Would you like your e-mail address withheld? Yes ☒ No ☐

Nominees are subject to background investigations. Do you agree to be subject to an investigation? Yes ☒ No ☐

Lynn Jones
(Signature)

27 APRIL 2016
(Date)

File with the City Clerk, City Hall, 2263 Santa Clara Avenue, Room 380. Applications are valid for one year. You will be notified if appointed. Please note anyone appointment to a Board/Commission will be required to file a Statement of Economic Interests, Form 700.

Revised 1-2016

Statement of Qualifications

for

Certified Local Governments Commissioners

Local Government City of Alameda

Name of Commissioner Jenn Wit

Date of Appointment: 9/5/2018

Date Term Expires: 6/30/2022

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

☒ Yes

☐ No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.



CITY OF ALAMEDA APPLICATION BOARDS/COMMISSIONS

FILED
MAY 10 2018

CITY OF ALAMEDA
CITY CLERK'S OFFICE

Please check any Boards/Commissions which you are interested in serving on:

- | | |
|---|---|
| ☐ Civil Service Board | ☐ Commission on Disability Issues |
| ☐ Golf Commission | ☐ Housing & Building Code Hearing & Appeals Commission |
| ☐ Library Board | ☒ Planning Board |
| ☐ Public Art Commission | ☐ Recreation and Park Commission |
| ☐ Social Service Human Relations Board | ☐ Transportation Commission |

Please clearly print the following information:

Name: Wit Jennifer Heflin
(Last) (First) (Middle Initial)

Address: [REDACTED]

Telephone: Home: [REDACTED] Business: Jenn Heflin Photography

E-mail: [REDACTED]

Occupation: Photographer Employer: Self

Would Board/Commission decisions conflict with your or your spouse's business or occupation? Yes ☐ No ☒

If yes, please explain: _____

Qualifying Education (List schools attended and degrees obtained): _____

BS, Interdisciplinary Studies, Business and Mass Communication, Arizona State University

Qualifying Experience (List prior practical experience which would qualify you for the Board/Commission):

Prior to starting my photography business 4 years ago, I worked for 10 years in media/marketing/fundraising for nonprofits. I lead and worked with all departments and boards to hire employees, plan events and raise money. In addition, I remodeled my house in Alameda and was a member of the SF Planning & Urban

Research Association. I also love history and architecture.

Experience serving on a City Board, Commission or Committee: Yes. I have served on nonprofit committees.

Other Comments: _____

Applications are public information. Would you like your telephone numbers and address withheld? Yes ☒ No ☐

Would you like your e-mail address withheld? Yes ☒ No ☐

Nominees are subject to a background investigation. Do you agree to be subject to an investigation? Yes ☒ No ☐

[Signature] 5/10/18
(Signature) (Date)

File with the City Clerk, City Hall, 2263 Santa Clara Avenue, Room 380. Applications are valid for one year. You will be notified if appointed. Please note anyone appointment to a Board/Commission will be required to file a Statement of Economic Interests, Form 700.

Revised 6-2016

Statement of Qualifications

for

Certified Local Governments Commissioners

Local Government City of Alameda

Name of Commissioner Alvin Lau

Date of Appointment: 6/19/2018

Date Term Expires: 6/30/2022

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At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

☒ Yes

☐ No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.



CITY OF ALAMEDA APPLICATION HISTORICAL ADVISORY BOARD

Please check which seat(s) you are qualified for:

- ☐ Architect, Building Designer or Registered Landscape Architect
- ☐ Member-at-Large (with an interest in community design)
- ☐ Registered Architect ☒ State Licensed General Building Contractor

Please clearly print the following information:

Name: LAU KWAN (Alvin)
(Last) (First) (Middle Initial)

Address: [REDACTED]

Telephone Home: [REDACTED] Business: [REDACTED]

E-mail: [REDACTED]

Occupation: General Contractor Employer: Web Home

Would Board decisions conflict with your or your spouse's business or occupation? Yes ☐ No ☒

If yes, please explain: N/A

Qualifying Education (List schools attended and degrees obtained): University of California, Berkeley, Bachelor of Applied Mathematics, Emphasis in Computer Science.

Qualifying Experience (List prior practical experience which would qualify you for the Board): California State Certified Residential and Federal Housing Administration Approved appraiser. A lot of experience in remodel/upgrade & building houses.

Experience serving on a City Board, Commission or Committee: 4 years of East Bay Asian Youth Center Board of Directors & 2 years Vice-Chair for Programs.

Other Comments: Maintain & keep quality historical houses in Alameda.

Application forms are public information. Would you like your telephone numbers/address withheld? Yes ☒ No ☐
Would you like your e-mail address withheld? Yes ☒ No ☐

Nominees are subject to background investigations. Do you agree to be subject to an investigation? Yes ☒ No ☐

[Signature] 05/08/2018
(Signature) (Date)

Statement of Qualifications

for

Certified Local Governments Commissioners

Local Government City of Alameda

Name of Commissioner John Piziali

Date of Appointment: 6/17/2014

Date Term Expires: 6/30/2018

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

 Yes

X No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

John A. Piziali

ADDRESS

2263 Santa Clara Avenue
Alameda, CA 94501

EDUCATION

Laney College

QUALIFICATIONS

Member of Planning Board, 1997-2005
Licensed General Contractor for 28 years
Member of Citizen's Recycling Committee, 1996

Statement of Qualifications

for

Certified Local Governments Commissioners

Local Government City of Alameda
Name of Commissioner Chee Chan - Contractor
Date of Appointment: 6/17/2014
Date Term Expires: 6/30/2018

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation.

At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community.

Are you a professional in one of the disciplines associated with historic preservation?

X Yes

 No

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Chee Chan

ADDRESS

2263 Santa Clara Avenue
Alameda, CA 94501

EDUCATION

Laney and Merritt Colleges

QUALIFICATIONS

Self-employed General Contractor. Licensed since 1987
Very familiar with the City's Permit Process

OTHER WORK

Wants to promote historic preservation to the Asian Community in Alameda.