

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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: March 4, 2021

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.

In October 2020, the Historical Advisory Board began a series of workshops regarding an amendment to the Historical Preservation Ordinance to increase protection of historic resources. The proposed amendments will be shared with the California Office of Historic Preservation (OHP) prior to adoption, as required per Alameda's membership in the State and national Certified Local Government program. City staff is continuing its work on the draft ordinance in 2021.

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=CHXIIIIBUHO_ARTVIIIHIPR

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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

1. During the reporting period, October 1, 2019 – September 30, 2020, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
None	NA	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
None	NA	Click or tap here to enter text.

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 or to the separate historic preservation element. <https://www.alamedaca.gov/files/assets/public/departments/alameda/building-planning-transportation/historic-preservation/historic-preservation-element.pdf>

D. Review Responsibilities

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

☐ All projects subject to design review go the commission.

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

☒ 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.

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-ERI 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.

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

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Lynn Jones	At-Large	9/5/2017	6/30/2021	lynnjones@gmail.com
Norman Sanchez	At-Large	9/5/2017	6/30/2021	norman@nsarchitecture.com
Thomas Saxby (Chair)	Architect	7/1/2016	6/30/2024	tsaxby@tsaxbyarchitect.com
Alvin Lau	Licensed Contractor	6/19/2018	6/30/2022	alvinklau@gmail.com
Jenn Wit	At-Large	9/5/2018	6/30/2022	jennheflinwit@gmail.com
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

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? NA
2. If the position(s) is not currently filled, why is there a vacancy? NA

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Allen Tai, AICP City Planner	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
Lynn Jones	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Norman Sanchez	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Saxby (Chair)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alvin Lau	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jenn Wit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Due to the Covid19 Pandemic the number of projects and matters typically reviewed by the Board during the year was reduced, and the Board was only able to meet twice during the 2019-20 reporting period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

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
Due to the Covid19 pandemic and the limited number of meetings held in 2020, the Historical Advisory Board did not receive any training during the 2019-20 reporting period.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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 an electronic copy or link if available online with this report.)

Context Name	Description	How it is Being Used	Date Submitted to OHP
NA	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

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
NA	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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 an electronic link to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
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 https://californiapreservation.org/programs/webinars/	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
City's 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.	https://www.alamedaca.gov/Departments/Planning-Building-and-Transportation/Planning-Division/Historic-Preservation	Ongoing

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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, 2019-September 30, 2020) 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
NA	Type here.

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

1. During the reporting period (October 1, 2019-September 30, 2020) 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? None added this period

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2019-September 30, 2020) 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? NA

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

Name of Program	Number of Properties Added During 2019-2020	Total Number of Properties Benefiting From Program
NA	Type here.	<i>Click or tap here to enter text.</i>

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

- During the reporting period (October 1, 2019-September 30, 2020) 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) from October 1, 2019 to September 30, 2020? Type here.

Name of Program	Number of Properties that have Benefited
Façade Grant Program: Restoration of Historic Facades	3

E. Design Review/Local Regulatory Program

- During the reporting period (October 1, 2019-September 30, 2020) 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
- 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, 2019 to September 30, 2020? 25

F. Local Property Acquisition Program

- During the reporting period (October 1, 2019-September 30, 2020) 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) from October 1, 2019 to September 30, 2020? Type here.

Name of Program	Number of Properties that have Benefited
-----------------	--

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

NA	NA
----	----

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.*
- 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 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.*
- C. 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>*
- D. What are your local historic preservation goals for 2020-2021? *Continue to work on the City's update to the Historical Preservation Ordinances. 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.*
- E. 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.*
- F. 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
----------------------------	-------------------------

Certified Local Government Program -- 2019-2020 Annual Report

(Reporting period is from October 1, 2019 through September 30, 2020)

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

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

H. Is there anything else you would like to share with OHP? *Click or tap here to enter text.*

XII Attachments (electronic)

- ☒ Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- ☒ Minutes from commission meetings
- ☐ Drafts of proposed changes to the ordinance
- ☐ Drafts of proposed changes to the General Plan
- ☐ Public outreach publications

Email to Lucinda.Woodward@parks.ca.gov