



Historic Resources Board

Staff Report

Date: May 18, 2011

To: Historic Resources Board

From: Julie Caporgno
 Management Specialist **Department: Planning and
 Community Environment**

Subject: Process for Developing Professorville Historic District Guidelines

RECOMMENDATION

Staff recommends that the Historic Resources Board review and comment on the proposed process for developing Professorville Design Guidelines.

BACKGROUND

On October 25, 2010, the City Council, following review of the 405 Lincoln Avenue demolition request, directed staff to return to Council with an outline of a process for timely review of proposals regarding demolitions of Contributing Structures in the Professorville Historic District. The focus of the assignment was to ensure that future applicants of proposals in Professorville would have a clear understanding of the City's requirements, including environmental review as required by the California Environmental Quality Act (CEQA). Staff reviewed the key issues related to the Council's request and returned to Council on March 14, 2011, with recommendations and direction for modifying historic review of structures in the Professorville Historic District. The Council supported staff's recommendations which included developing a written process for review of any future proposed demolitions of Contributing Structures in Professorville; requiring early review of design of both additions and new structures in the Professorville Historic District by the HRB; and developing design guidelines including compatibility criteria for new construction in Professorville. The Council also directed staff to work with the HRB and residents of Professorville and other interested members of the public representing a variety of views to develop the guidelines.

DISCUSSION

Item 2 on the HRB's May 18th meeting is to discuss the process for developing the design guidelines for Professorville. The approved guidelines will be used for all projects in Professorville in order to ensure compatibility of new construction with the district. This includes additions and remodels as well as new homes. Staff is recommending use of the draft criteria developed by the City's historic consultant for assessing compatibility for the 405 Lincoln project as the basis for initial discussions for development of the draft guidelines for the Professorville Historic District. Using those criteria, staff is proposing the following process for developing the guidelines.

- HRB Chair appoints two board members to participate in Professorville Design Guidelines Committee that will include two to four Professorville property owners and staff.
- Committee will review draft guidelines prepared by the historic consultant and suggest any modifications.
- HRB will review/modify committee recommendations.
- City will convene a meeting with area residents and interested parties to review draft guidelines.
- HRB will review community comments and modify draft guidelines as needed.
- Historic consultant will review proposed guidelines for consistency with Secretary's Standards for determining historic compatibility.
- HRB will formally recommend approval of Professorville Design Guidelines and forward to City Council for approval.

The process identified above should be completed within the next three months as requested by the City Council. Given this schedule, it is anticipated that the committee work will be completed in June with HRB and community review in July. The HRB will make its recommendations in August after the review by the historic consultant. In addition, consistent with Council direction, all major development in Professorville will be required to be reviewed by the HRB in a study session format prior to a final recommendation by the board. The City's website will be revised to incorporate this requirement.

Staff has attached to this staff report a matrix that is being used in the City to identify the process for CEQA review of historic projects in the City including those in Professorville. This matrix reflects the direction from the City Council on March 14th regarding evaluating Contributing Structures in Professorville. The Council directed staff as a result of the 405 Lincoln project to assess each Contributing Structure to determine its significance within the district. Any Contributing Structure in Professorville proposed for demolition will be evaluated for its individual significance as a resource as well as the

effects from its loss on the district. This information, including the matrix, will also be added to the City's website.

ATTACHMENTS

Attachment A: CEQA Requirements for Historic Projects

COURTESY COPIES

Nancy Huber

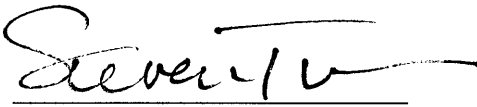
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for Julie Caporgno
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CEQA Requirements for Historic Properties

Step 1. Determine status of building: Check City's Historic Building Inventory and the Dames & Moore Survey for designation/classification of building - this information is now in the information table on GIST.

Step 2. Determine project type:

A. If the application & project is for BUILDING ALTERATIONS requiring discretionary review by the City, the following matrix applies to determine if CEQA Historic Review is required:

PROPERTY'S DESIGNATION/CLASSIFICATION	DISCRETIONARY APPLICATIONS			
	Arch. Review	IR	HIE	VAR
<ul style="list-style-type: none"> • City Inventory Properties (Includes <u>all</u> Category 1, 2, 3, 4; and Contributing Structures in the Professorville & Ramona Historic Districts) • Contributing Structures in Greenmeadow & Green Gables National Register Districts • Properties Deemed National Register Eligible • Properties Deemed California Register Eligible 	<p>CEQA Review Is Required [Project Must Comply with the Secretary Standards]</p>			
<ul style="list-style-type: none"> • Potentially California Register Eligible Properties (from the 1999 Dames & Moore survey list)¹ 	<p>No CEQA Required¹</p>			

B. If DEMOLITION of the structure is proposed, then following rules also apply: **No demolition permit for any single family home (historic or not) can be issued until a building permit for the replacement structure has been issued. This pertains to either a single structure on a single parcel or multiple structures (e.g., cottage clusters) on a single parcel.**

<ul style="list-style-type: none"> • Category 1 & 2 properties in CD district (includes 5 Ramona District properties) 	<p>No demolition allowed (per Sec. 16.49.060)</p>
<ul style="list-style-type: none"> • Category 3 & 4 properties • Category 1 & 2 properties <u>not</u> in CD district • Contributing Structures in Professorville and Green Gables and Greenmeadow National Register Districts • Deemed National or California Register Eligible 	<p>For Projects That Involve a Discretionary Application: (Architectural Review, IR, HIE, Variance): Environmental Review is required.</p> <p>An EIR will be required for all Discretionary Applications involving Category 1, 2, 3 and 4 properties and properties deemed National or California Register Eligible.</p> <p>Contributing Structures in historic districts will be evaluated on an individual basis to determine the significance of the structure and its loss on the integrity of the district.</p>

	<p>For Projects that do <u>Not</u> involve a Discretionary Application (only a Building Permit): Demolition is allowed</p>
<ul style="list-style-type: none"> • Non-Contributing Structures in Professorville, and Green Gables and Greenmeadow National Register Districts • Potentially National or California Register Eligible (from Dames & Moore survey) 	<p style="text-align: center;">Demolition is allowed</p>