



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: April 13, 2010

SUBJECT: Update of the Historical Preservation Commission

Report in Brief

The report provides a review of the actions of the Historical Preservation Commission in 2009 and the anticipated activities for 2010.

Background

The City of Woodland is fortunate in its significant stock of historic structures and resources, which includes a National Registered Historic Downtown District. The City's Historic Preservation Commission (HPC) has been active in promoting the preservation, education, and awareness of Woodland's history and appreciation for its many historical and architecturally significant properties. Examples of these efforts include: On-going efforts towards updating Chapter 12-A, the Historic Resources Ordinance in the City of Woodland Municipal Code as well as sponsoring an application to the State Office of Historic Preservation to become a Certified Local Government (CLG). Other efforts include participating in the annual Stroll through History and promoting the sale of the "Explore Historic Woodland" walking tour book. A significant and ongoing effort includes nominations and research for the annual Heritage Home Awards, of which four awards were issued in 2009 and five will be issued in 2010. In addition, the Commission reviewed multiple exterior alteration requests for projects in the Downtown District including the Porter Building at 511 Main Street, and the Freeman Building (western family clothing) at 539 Main Street.

Discussion

Attached for review is a copy of the Commission's 2010 Work Program. During the 2010 year, the HPC's number one priority will be to conduct outreach through education and recognition. The commission will issue Heritage Home Awards and will sponsor two Preservation awards for the successful completion of 601 Main Street (Capital Hotel) and 630 Lincoln Street (former senior center). Another key item will be the completion of requirements to obtain Certification from the National Park Service as a Certified Local Government. Upon certification, the City will then be eligible to apply for grant funding for activities such as updating the City's historic resource

inventory. One of the items required for certification will be consideration to update the City's Historic Preservation Ordinance in a manner, which is more consistent with the State Model Ordinance. Further, the Commission has modified their schedule to conduct meetings every other month in an effort to help alleviate staff time on HPC events, which are typically funded through the General Fund.

Fiscal Impact

Activities, generally, will have no cost with the exception of the Heritage Home Awards. The City has budgeted for the cost of the award plaques in the Fiscal Year 2010 budget.

Public Contact

Posting of the City Council Agenda.

Recommendation for Action

Staff recommends that the Council receive the annual report from the Historical Preservation Commission including a summary of 2009 activities and proposed 2010 activities.

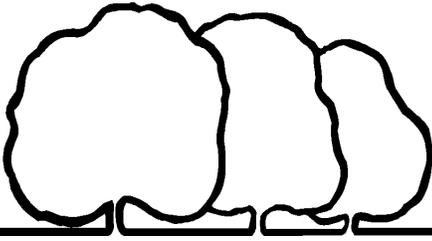
Prepared by: Jimmy A. Stillman
Associate Planner

Reviewed by: Cindy Norris
Principal Planner

Reviewed by: Paul Siegel
Deputy Director CDD

Mark G. Deven
City Manager

Attachment



City of Woodland

MEMORANDUM

TO: HISTORICAL PRESERVATION COMMISSION

FROM: Jimmy A. Stillman, Associate Planner/Staff Secretary to the HPC

SUBJECT: 2010 WORK PROGRAM

DATE: March 10, 2010

Program Name	Type of Program	Current Status	Time Frames	Priority
<i>Annual Projects</i>				
Heritage Home Award	Education - Recognition	Awarded annually in May.	February – July. Nominate and Selection in March, research March-May, awards in July	1
Preservation Award	Education – Recognition	To be awarded in June.	March – June Nominate in March, research in April/May and award in September.	1
Commission Elections	Administration	Election of new Chair and Vice Chair	August.	1
Training and Workshops	Education for staff, commission, and the public.	Attendance at conference and workshops as available. Possibly hosting workshops by SHPO or local preservation firms for training.	On – going	1

Program Name	Type of Program	Current Status	Time Frames	Priority
<i>Active Projects</i>				
Project Review Pursuant to Ordinance 12A and CEQA	Project review for new construction/ CEQA determination and demolition permits as submitted	Review of exterior alterations and proposed demolitions as well as evaluation of projects pursuant to CEQA.	On-going As projects are submitted to CDD.	1
Ordinance Update: Chapter 12A: Historic Resources	Local policy document	On-going review and revision of the existing ordinance per comments provided by SHPO.	On-going as time permits	2
Certified Local Government (CLG) Application	State – Local partnership in preservation	Draft CLG application was reviewed by the State Office of Historic Preservation. SHPO suggested revisions to the City’s Historic Ordinance. Staff and Commission to review state model ordinance and develop suggested revisions.	On-going	2
Historic Preservation web site update	Education – Economic Development	Update the City’s web site to include additional information regarding history of city, active preservation groups, links, inventory listing, Commission and meeting times, and agendas, update of walking tour maps especially of the downtown.	On-going	2
Stroll Through History “On-Hold”	Annual Special Event: HPC Commissioners volunteer to sell “Explore Historic Woodland” Walking Tour Books.	Staff and Commission staff the booth during the event.	On Hold and will be held Bi-annually starting 2010. The Stroll is held on the first Saturday after Labor Day in September.	3

Program Name	Type of Program	Current Status	Time Frames	Priority
Downtown Plaque Program	Education – Economic Development	Descriptive plaques on downtown buildings and businesses. Nomination or self-nominate. City to develop design criteria and funding assistance guidelines.	On-hold	3
<i>Proposed Projects</i>				
Prepare listing of all designated properties and sites (trees)	Preservation tool	Prepare user-friendly comprehensive listing of all designated and potentially designated structures, as well as cultural and landscape features. Possibly include on web.	On going as staff time becomes available.	3
Maintain and update Historical Resources Inventory	Preservation tool. New updated inventory.	Citywide inventory completed in 1981-82, RDA inventory of Commercial – Industrial properties completed in 1998.	Updates may take place as funding and city staffing allow. Possible to apply for grants once receive CLG status.	3
Residential Design Guidelines	Per General Plan Policy 6.C.8. Preparation of design guidelines to assist in the review of new construction and additions in historic neighborhoods and homes on the City's inventory.	On-hold, May be evaluated at the time of a zoning code update.	On hold.	3
Sign toppers – Honorary District	Education – Economic Development	On hold Thought that there were some funds from the Woodland Hotel that could be used.	On hold	3

Program Name	Type of Program	Current Status	Time Frames	Priority
Recommend Heritage and Landmark Trees	Preservation, Education, Recognition	As needed	As needed	4
Preservation Week	Education – Outreach: proclamation, events, ceremony, exhibits	On Hold	Preservation week takes place annually in May.	4
Historic Preservation Reference Library	Education, Outreach Create a reference section in the City's Library with reference books and technical bulletins regarding historic rehabilitation.	Oh Hold	As possible	4