

# 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](mailto: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

Santa Cruz County

**Report Prepared by:** Annie Murphy

**Date of commission/board review:** April 5, 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.

The County is considering amendments to clarify requirements regarding demolition of a historic resource, and broadening the list of allowable uses on historically designated properties where such uses could facilitate maintenance or rehabilitation of a historic resource. Drafts will be provided to OHP when available.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code. [Santa Cruz County Code \(codepublishing.com\)](http://SantaCruzCountyCode.codepublishing.com)

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## 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
No new properties designated	Type here.	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
No properties de-designated	<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>

## 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. [www.sccoplanning.com/Portals/2/County/userfiles/106/GP\\_Chapter 5\\_Open Space\\_Conservation.pdf](http://www.sccoplanning.com/Portals/2/County/userfiles/106/GP_Chapter 5_Open Space_Conservation.pdf)

## D. Review Responsibilities

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

☐ All projects subject to design review go the commission.

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☒ Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? Minor historic alteration projects may be reviewed at staff level. A “minor historic alteration” is defined as “a small project involving an historic building on the County’s historic resources inventory but not including a structure with a rating of NR-1 or NR-2. Such projects include, but are not limited to, the replacement, addition or deletion of windows, doors, fences, decks and minor additions/alterations to the rear of the property of up to 10 percent of the gross square footage of the existing structure or 250 square feet, whichever is smaller, and signs.”

## 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? Every historic preservation plan includes a determination as to whether the project is subject to review under CEQA. If a project is determined to be subject to CEQA review, the Commission and/or staff are consulted for their expertise regarding potential impacts to historic resources. For projects which go before the Commission, all CEQA documentation is provided to the Commission for their review. For projects requiring an EIR, the Commission is consulted in establishing the scope of the EIR and for comments on the Draft EIR and historic resource mitigation measures.

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? When an EIR is required for a project affecting a designated historic resource, the Commission is consulted for comments on the draft EIR and historic resource mitigation measures. The County historic resources staff is consulted regarding other CEQA documents involving designated historic resources, and is actively involved in preparing the documentation. Environmental documents such as Negative Declarations for projects involving historic resources may also be provided to the Commission for comment. CEQA documents for projects that are reviewed by the Commission are provided to the Commission with the staff report for review and comment.

## 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? Historic resource staff provides assistance to planning staff and the county Environmental Coordinator in preparing Section 106 documents/ and or prepares the documentation. If the project requiring the Section 106 consultation affects designated historic resources, then the project including Section 106 documents will require review by the Historic Resources Commission.

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- 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? If the project requiring the Section 106 consultation affects designated historic resources, then the project including Section 106 documents will require review by the Historic Resources Commission.

## **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
Alverda Orlando	Historian	01-08-08	04-01-2023	<a href="mailto:verda@cruzio.com">verda@cruzio.com</a>
Suzi Merriam	Historic Preservation	04-27-12	04-01-2021	suzi.merriam@cityofwatsonville.org
Lynda Phillips - Chair	Public Member	05-04-10	04-01-2025	lyndaphillips@netscape.com
Carolyn Swift	Historian	04-22-08	04-01-2025	carolyn.swift@gmail.com
Barry Pearlman	Public Member	04-09-19	04-01-2023	<a href="mailto:pearlman.barry@gmail.com">pearlman.barry@gmail.com</a>
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. Type here.
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? Type here.

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## 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? [Click or tap here to enter text.](#)
2. If the position(s) is not currently filled, why is there a vacancy? This comment is regarding section C below, attendance record, since no space was provided for comments for section C. The HRC met 5 times in 2019, but none of these meetings occurred in the reporting period. The HRC met 3 times in 2020. The April meeting in 2020 was cancelled due to the Pandemic.

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Annie Murphy, Planner IV, Secretary to the Historic Resources Commission/ CLG Coordinator	Cultural Anthropology, BA; Environmental Studies, MS	Planning Dept.	<a href="mailto:Annie.Murphy@santacruzcounty.us">Annie.Murphy@santacruzcounty.us</a>

## 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
Commissioner Merriam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Swift	<input type="checkbox"/>	<input type="checkbox"/>	<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"/>
Commissioner Orlando	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Pearlman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Phillips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Murphy, HRC staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
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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
Annie Murphy, Staff	3 Pre-recorded Webinars: Building a Bullet-Proof Case for the Economic Benefits of Historic Preservation; Case Studies in Contextual Infill; and The Seven Aspects of Integrity in Summary	2 hours each	California Preservation Foundation	December 2020
Suzi Merriam	Type here.	Type here.	Type here.	Type here.
Alverda Orlando	Type here.	Type here.	Type here.	Type here.
Carolyn Swift	Type here.	Type here.	Type here.	Type here.

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Barry Pearlman	Type here.	Type here.	Type here.	Type here.
Lynda Phillips	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.

## **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
No new contexts initiated	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
No new surveys completed	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

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How are you using the survey data? Type here.

## **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
New brochure, "Incentives for Historic Properties"	Describes incentives available to owners of historically designated properties in the County.	January 5, 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](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
No properties added	Type here.



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## 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? No properties added during this time

## 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? No new properties added during this time.

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

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

1. 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
2. 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
Type here.	Type here.

## E. Design Review/Local Regulatory Program

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1. 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
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, 2019 to September 30, 2020? Six projects involving historic resources were reviewed for compliance with historic preservation regulations.

### F. Local Property Acquisition Program

1. 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
2. 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
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? **The County Historic Resources Inventory should be updated, particularly in areas of the County such as South County that have not been surveyed recently, but funding is not currently available for this undertaking. Also, as historic resources in the county continue to age, there is a concern among the Commission that some of these resources are not being well-maintained. The County will be amending the Santa Cruz County Code to provide incentive-based approaches for maintaining and rehabilitating historic properties.**
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? **The county has identified properties that may have historic significance, but are not formally designated as historic resources, to ensure that these structures are evaluated for potential historic significance prior to approval of any discretionary applications to alter structures on the property.**

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- C. What recognition are you providing for successful preservation projects or programs? **The Blue Plaque Landmark Awards provides public recognition to structures and projects of historic significance throughout the County. The program sponsored by the Museum of Art and History, and several of the Commissioners actively serve on the Committee for this program. In prior years the County awarded several certificates of appreciation to recognize outstanding local historic preservation efforts in the County.**
- D. What are your local historic preservation goals for 2020-2021? **1. Continue to work on the HRC Watch List of properties that are not designated as historic but warrant further historic evaluation under CEQA when discretionary applications are submitted. 2. Amend the County Code to include an incentive-based approach for maintaining and rehabilitating historic resources and preventing demolition by neglect. 3. Expand public outreach and education efforts regarding historic preservation and the work of the Historic Resources Commission in the Community. 4. Update the formatting of the Santa Cruz County Inventory of Historic Resources and make it available online.**
- 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? [Type here.](#)
- 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
In person workshops would be great, as we begin to come out of this pandemic!	<a href="#">Type here.</a>

- 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

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- ☐ Drafts of proposed changes to the General Plan
- ☒ Public outreach publications

Email to [Lucinda.Woodward@parks.ca.gov](mailto:Lucinda.Woodward@parks.ca.gov)