

RESOLUTION NO. 6655

CITY OF SOUTH PASADENA CITY COUNCIL APPROVING THE APPLICATION FOR THE CERTIFIED LOCAL GOVERNMENT HISTORIC PRESERVATION PROGRAM.

WHEREAS, the Congress under the National Historic Preservation Act of 1966, amended (16 U.S.C. 470a), has authorized the establishment of a Certified Local Government program; and,

WHEREAS, the State of California, represented by the State Historic Preservation Officer, is responsible for the administration of the program within the state and the establishment of necessary rules and procedures governing the application by local agencies under the program; and,

WHEREAS, said adopted procedures established by the State of California require the applicant to certify by resolution of the local government's elected officials the approval of an application prior to submission of said application to the state.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

1. Approves the filing of an application for certification under the Certified Local Government Program; and,
2. Appoints the City of South Pasadena Mayor as the agent of the city to coordinate, process, and execute all contracts, agreements, amendments, and ancillary documents within the scope of the attached application for certification.

PASSED, APPROVED, ADOPTED this 21st day of March, 2001.

ATTEST:


Mayor, City of South Pasadena


City Clerk, Sally Kilby

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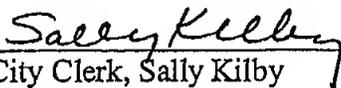
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I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 21st day of March, 2001, by the following vote.

AYES: Cacciotti, Cohen, Knapp, Saeta and Mayor Rose

NOES: None

ABSENT: None



City Clerk, Sally Kilby

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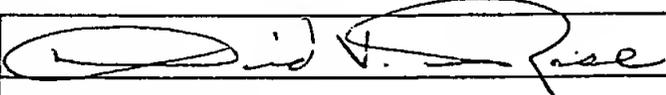
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Certification Application Form

Applicant (enclose general organization chart)

Name of Local Government	City of South Pasadena
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Chief Elected Local Official

Name	
Title	City of South Pasadena Mayor
Address	1414 Mission Street, South Pasadena CA 91030

Legislative Representatives (list names and district numbers)

California Assembly	Assemblywoman Carol Liu (44th District)
California Senate	Jack Scott (21st District)
U.S. Congress	Adam Schiff (27th District), Barbara Boxer and Dianne Feinstein (21st District)

Local Government Contact Person (enclose resumé, professional qualifications form if appropriate, and departmental organization chart)

Name	David G. Watkins
Title	Community Development Director
Address	1414 Mission Street South Pasadena, CA 91030
Telephone Number	California Relay Service (800)735-2922 ask for (626)403-7220
Fax Number	(626) 403-7221
Email Address	d Watkins@ci.south-pasadena.ca.us

Provide explanation and evidence of past and current historic resource survey activities, including type of survey (reconnaissance or intensive) and percentage of coverage of local jurisdiction. Additionally, provide information regarding future survey plans and how they will conform to the state and federal standards for surveys. Has the local government implemented the use of Dimitri survey software? (While you may refer to the attachment of this section, please provide a narrative summary describing above. Do not solely make reference to attachments).

Since the adoption of the demolition ordinance in 1991 and the Cultural Heritage Ordinance in February of 1992, the City has been reviewing Certificate of Appropriateness for alteration, relocation and demolition projects within the city. Prior to the adoption of a citywide historic inventory, this Certificate of Appropriateness review covered all properties that were 50 years of age or older.

In 1991, the City of South Pasadena hired a qualified architectural historian consultant to work with the Cultural Heritage Commission in conducting a reconnaissance survey of the entire city. The survey consisted of 1) researching the city's history; 2) a windshield survey by the architectural historian; 3) site visits by the Cultural Heritage Commissioners; 4) a final evaluation by the architectural historian; and submission of the inventory, that listed 2,530 potentially historic properties. In November of 1994, the City of South Pasadena City Council adopted Resolution No. 6282 (attached), approving the City's Cultural Heritage Inventory.

The City of South Pasadena is now proceeding to hire a consultant by late Spring of 2001 to complete the documentation for the properties that are listed on the City's Cultural Heritage Inventory, and update the inventory to include qualified properties since the last survey that was completed in 1994 (refer to attachment no. 2, Request for Proposal dated January 19, 2001). The purpose of the new survey is to complete the remaining survey tasks that were not completed from the last survey (1994), and to conform to the state and federal standards for surveys: 1) to conduct an "intensive-level" survey of the historical resources that were approved by the City Council in 1994; 2) determine which properties are eligible for National, State, or local designations; 3) complete the State of California DPR-523A survey forms for all potential historic properties; and 4) determine the significance of each property, and, if applicable, prepare a Building, Structure, and Object Records (DPR 523B) form.

In conformance with state and federal standards:

- A. The survey data would further Preservation Plan goals of identification of resources, designation of buildings and districts, and research of City history.
- B. The survey data may be used to identify and develop new historic contexts.
- C. The survey data will be used in preparing nominations to the appropriate national, state, and local registers.

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- D. The survey will be a community-based, public participation effort that may stimulate community awareness, interest, and support for historic preservation.
- E. The survey data will ensure that accurate, detailed information is available on potential historic resources for use in City programs and land use planning, including CEQA review.

The City of South Pasadena has not yet implemented the Dimitri survey software since a primary record survey form has not been completed for each property.

Provide explanation of current historic preservation program activities performed by the local government. For example, local designation programs, education/outreach programs, design review, etc. (While you may refer to attachments in this section, please also provide a narrative summary describing the above. Do not solely make reference to attachments).

The City's neighborhoods were pretty well developed prior to 1930, and most of these neighborhoods remain largely intact. As such, the **Design Review** process built into the Cultural Heritage Ordinance is an important preservation program. Approximately 2,530 structures (about 25% of the buildings in the city) are currently listed on the South Pasadena Historic Inventory. Any character-defining exterior alteration, or any relocation or demolition of a property listed on the inventory requires a Certificate of Appropriateness (C of A) from the Cultural Heritage Commission. Each application is reviewed using both local standards and Secretary of the Interior Rehabilitation Standards and Guidelines.

Perhaps equally important with the formal C of A design review process are **Education and Outreach** programs that build community understanding, acceptance and support for preservation. The Cultural Heritage Commission produces and periodically updates a *Heritage and Landmarks Brochure*, which is jointly sponsored by the City and Preservation Foundation (current brochure is attached). The brochure is available at the Community Development Department in City Hall, historical museum, library, and is distributed by the local Chamber of Commerce and used as a handout in heritage speakers' bureau programs of the CHC and Preservation Foundation.

The CHC's *Speaker's Bureau* program provides a valuable outreach to local schools and service organizations. These presentations range from explaining the purpose and role of the Cultural Heritage Commission to educating about city history or architectural heritage. Commissioners also contribute periodic articles on historical landmarks to a local quarterly magazine (see attached example).

The City also promotes the Mills Act program which was adopted by the City Council in 1998 (refer to attachment no. 3, Mills Act Ordinance No. 2059). The City promotes the Mills Act by distributing handouts that explains the Mills Act Property Tax Abatement program to the properties that has been designated as a landmark and how the property owner may be able to receive a reduction in the property taxes.

A number of educational/outreach activities are sponsored by the South Pasadena Preservation Foundation. With the City providing space in a former Victorian Era commercial building, the Foundation operates the *South Pasadena Historical Museum* with volunteer docents, conducts heritage home tours and educational programs in conjunction with local schools and community groups. The Preservation Foundation and City also assists the City by sponsoring and restoring municipal landmarks: the Raymond Hill Waiting Station, the Meridian Iron Works (historical museum), interior features of the War Memorial and currently, the Watering Trough and Wayside Station.

The Cultural Heritage Commission's Annual *Heritage Restoration Awards* are also cosponsored jointly by the City and the Preservation Foundation. The awards were instituted not only to give recognition to property owners, architects, designers and contractors who do superlative work in preserving and restoring the city's rich architectural legacy, but also to help educate others about preservation and restoration standards. The awards are announced each year at the City Council and formally presented at the Foundation Annual Meeting. City staff, CHC members and the Preservation Foundation are also involved in several regional organizations that promote and extend local educational outreach, including the *Heritage Coalition of Southern California* and *California Preservation Foundation*.

Another major preservation program activity is **Local Landmark and Historic District Designation**. Beginning in 1971, with designation of the Adobe Flores (c. 1843, the first permanent structure on the Rancho San Pasqual), the program has resulted in designation of 45 local landmarks and four historic districts. The latest four individual landmarks were adopted just last year. This program of the Cultural Heritage Commission, with approvals of the City Council, has helped to enhance civic pride and stimulated citizen participation in preservation related events. Twenty-five to thirty additional properties and approximately six more districts have been identified as potential candidates for futures designation, pending documentation of historic significance and integrity and the securing of owner consent and cooperation.

The CHC, City Staff and Preservation Foundation also cooperate to produce and distribute several additional **publications** as a part of community preservation outreach. These include *How To Research Buildings in South Pasadena* and informational brochures about the Historic Inventory, Mills Act incentives and landmarking procedures.

Provide explanation of new or additional historic preservation program activities proposed as a CLG. (While you may refer to attachments in this section, please also provide a narrative summary describing the above. Do not solely make refer to attachments).

If the City obtains CLG status, the City plans to seek additional financial assistance or matching grants to complete the remaining survey tasks needed to update the Cultural Heritage Inventory since the approved budget will not cover the cost to complete the required tasks.

Also, the City plans to provide additional programs to further promote the Mills Act such as educational outreach programs and pamphlets. The Cultural Heritage Commission and staff are also working to establish heritage review guidelines to assist property owners, architects and contractors in planning and executing heritage appropriate building alterations. These plans include general guidelines for all historic resources plus specific guidelines for each designated historic district and specific guidelines for commercial buildings. CLG status will assist in obtaining grant monies to attractively publish these guidelines.

We also plan to make these guidelines, city history, landmark information and preservation incentives available on our new city website.

Provide an explanation of the current functions, responsibilities, and authority of the local review commission/board. (While you may refer to attachments in this section, please also provide a narrative summary describing the above. Do not solely make reference to attachments).

The City of South Pasadena currently has a City Council, Planning Commission, Cultural Heritage Commission, and two (2) Design Review Boards.

The City Council is the elected legislative body of the City. The Council consists of a Mayor and four council members; each elected at large for four overlapping terms. The Council represents the City's citizens, debates and approves all laws and policies, authorizes all expenditures through the budget, and directs the administration of the City government through the City Manager.

The Planning Commission consists of five members, all appointed by the Mayor of the City with the approval of the City Council. The Planning Commission act as a consulting and advisory board to the council and make recommendations in an advisory capacity, either on its own initiative or upon the request of the City Council on matters that pertain to civic center, subdivisions, zoning, parks and boulevards, beautification of the city. The Commission also have all the powers and duties to regulate zoning regulations when reviewing land use applications.

The Cultural Heritage Commission consist of 5 members which serves as an advisory board to the City Council, and works in conjunction with the Design Review Boards the Planning Commission, Parks and Recreation Commission, all city departments, and the City Manager on all matters that relate to identification, protection, retention, and preservation of the city's historic resources. Major responsibilities include: 1) safeguarding the city's heritage and character as embodied and reflected in such resources; 2) encouraging public knowledge, appreciation and participation of and in the city's past; 3) fostering civic and neighborhood pride and a sense of identity; 4) preserving diverse and harmonious architectural styles reflecting phases of the city's history and encouraging complementary contemporary design and construction; and 5) stabilizing and enhancing neighborhoods and property values and increasing economic benefits to the city and its residents. The CHC handles all design review for designated landmarks and properties within designated historic districts and for projects relating to Historic Inventory properties that are deemed not to require detailed design review.

The Design Review Boards provide detailed review of building plans for major alterations on Historic Inventory properties (excluding designated landmarks and district contributors) and for all non-historic properties. Two Design Review Boards consist of 10 members (5 on each Board) and are responsible for: 1) encouraging the varied, yet orderly and harmonious appearance of (a) most publicly perceived structures and property within the city, and (b) associate facilities such as signs, landscaping, parking, and open space areas; 2) protecting and enhancing public health, safety, general welfare, and property and improvement values throughout the city; 3) ensuring reasonable new development that does not have an adverse aesthetic, health, safety, or architecturally related impact upon existing adjoining properties or upon the city in general; and 4) fostering attainment of goals, objectives, policies, and programs of the general plan by preserving the particular character and unique assets of the city.

Provide an explanation of any economic incentives or benefits available from or encouraged by the local government. (While you may refer to attachments in this section, please also provide a narrative summary describing the above. Do not solely make reference to attachments).

There are two types of economic incentives the City encourages: the Home Improvement Program and the Mills Act Program.

The Home Improvement Program (HIP) is designed to rehabilitate the homes of individuals with low-to-moderate incomes (see attached brochure). The HIP is funded with federal Community Development Block Grant (CDBG) funds that are administered by the Department of Housing and Urban Development (HUD). The County of Los Angeles Community Development Commission (CDC) administers the local program oversight.

The second type of economic incentive the City encourages is the Mills Act program. The Mills Act is a self-directed, economic incentive program designed to provide private property owners the opportunity to actively participate in the restoration of their properties while receiving tax relief (refer to attachment no. 4, handout).

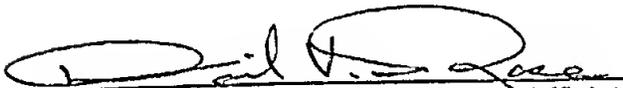
Provide an explanation of how review of projects affecting historical resources in the local government jurisdiction is carried out under the California Environmental Quality Act and Section 106 of the National Historic Preservation Act. (While you may refer to attachments in this section, please also provide a narrative summary describing the above. Do not solely make reference to attachments).

The City is currently updating its local environmental guidelines in conjunction with its new zoning code. The review of projects that affects historic resources are carried out if the scope of work to a historic resource is ministerial and is in keeping with the Secretary of Interior's Standards, then according to CEQA the project it is exempt. If the historic resource is a landmark, or is listed on the National or California Register of Historical Resources, and the proposed alteration would substantially change the qualities such as demolition, destruction, relocation, or alteration that would impair the

historical significance, then a Mitigated Negative Declaration or an Environmental Impact Report would be prepared. However, certain projects could be subject to a Negative Declaration if the project meets the Secretary of Interior's Standards for Rehabilitation and would not result in an adverse effect.

The City of South Pasadena also uses several mechanisms to identify and protect historical resources during the review process such as: 1) the City of South Pasadena General Plan Historic Preservation Element that contains detailed policies on historic preservation or historic structures (refer to attachment no. 5); 2) the Cultural Historic Inventory that list 2,530 potential properties; and 3) Cultural Heritage Preservation Ordinance (refer to attachment no. 6).

I assure the State of California, Office of Historic Preservation, that this government shall comply with and fulfill all the requirements of the Certified Local Government program.


Signature of Chief Elected Local Official

DAVID V. ROSE
Printed Name of Chief Elected Local Official

MAYOR
Title

MARCH 21, 2001
Date