

# Certified Local Government Program -- 2017-2018 Annual Report

(Reporting period is from October 1, 2017 through September 30, 2018)

**INSTRUCTIONS:** This 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  
*City of Chico*

Report Prepared by: *Dexter N. O'Connell, Associate Planner*

Date of commission/board review: *August 7, 2019*

## 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.  
*None at this time.*
2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.  
[http://library.amlegal.com/nxt/gateway.dll/California/chico\\_ca/title19landuseanddevelopmentregulations1/divisioniiianduseanddevelopmentpermitpr/chapter1937historicpreservation?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:chico\\_ca\\$anc=JD\\_Chapter19.37](http://library.amlegal.com/nxt/gateway.dll/California/chico_ca/title19landuseanddevelopmentregulations1/divisioniiianduseanddevelopmentpermitpr/chapter1937historicpreservation?f=templates$fn=default.htm$3.0$vid=amlegal:chico_ca$anc=JD_Chapter19.37)

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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, 2017 – September 30, 2018, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
<i>None</i>			

**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
<b>None</b>		

## 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.

[http://www.chico.ca.us/document\\_library/general\\_plan/documents/11.CulturalResourcesandHistoricPreservationElement.pdf](http://www.chico.ca.us/document_library/general_plan/documents/11.CulturalResourcesandHistoricPreservationElement.pdf)

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2. Have you made any updates to your historic preservation plan or historic preservation element in your community's general plan?  Yes  No If you have, provide an electronic link.
3. When will your next General Plan update occur? **The next Five-Year Review of the Chico 2030 General Plan will occur, barring any unforeseen circumstances, in 2021.**

## D. Review Responsibilities

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

All projects subject to design review go the commission.

Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? **All decisions for a Certificate of Appropriateness or Certificate of Demolition are determined by the City's Architectural Review and Historic Preservation Board (Board). Design review is conducted by the Board and by Staff for minor projects that qualify for an exemption from the City's Historic Preservation Ordinance (HPO) pursuant to Chico Municipal Code (CMC) 19.37.120. Projects that are determined exempt pursuant to CMC 19.37.120 are reviewed at the staff level without Board review. As defined in the City's HPO, "Minor Alterations", "Exemptions", or projects that comply with the Secretary of Interior Standards can be approved administratively by staff.**

### 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? **All discretionary decisions made by the Board are subject to CEQA. In most cases, projects fall under a categorical exemption. In rare instances, an initial study, negative declaration or a mitigated negative declaration is prepared and processed by staff. Staff makes recommendations and CEQA findings are adopted by the Board, Planning Commission or City Council. All Notice of Exemptions (NOE) or Notice of Determinations (NOD) are filed at the county recorder's office by staff. Input is provided via the Board/public hearing.**

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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? *Please see the above answer.*

### 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? *Projects requiring Section 106 review typically involve staff processing an initial study leading to a negative declaration or mitigated negative declaration. Staff makes recommendations to the Board, Planning Commission, or City Council. If the final decision rests with the Planning Commission or City Council, a recommendation by the Board is required. The Board has not yet reviewed a project involving a Section 106 review.*
  
- 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? *Within the City of Chico jurisdiction, projects requiring Section 106 review are forwarded to the CLG Coordinator to provide comments, or to the Environmental Manager in the Department of Public Works for additional review and comments.*

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

### A. Commission Membership (Current Composition as of 10/1/18)

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Thomas Thomson	Architect (semi-retired)	1/17	1/21	tlmat@sbcglobal.net
Dale Bennett	Administrative Assistant	3/19	1/23	djbchico@sbcglobal.net
Georgie Bellin	Economics and Real Estate	1/15	1/21	skycreekranch1@yahoo.com
Rod Jennings	Engineer	2/15	1/23	roddenjames@yahoo.com
<i>Seat Currently Vacant</i>				Member Resigned 7/2019

Attach resumes and Statement of Qualifications forms for all members.

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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. **Members Jennings and Thomson meet professional qualification standards, meaning we do have two qualified professionals.**
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? **A vacant seat was created when a board member resigned. The position is being actively recruited and will be filled after applications are evaluated.**

## 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?
2. If the position(s) is not currently filled, why is there a vacancy? **This position is currently filled, as of June 4, 2019**

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Dexter N. O'Connell Associate Planner	Planning	Community Development (Began 6/2019)	dexter.oconnell@chicoca.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
Sheryl Campbell-Bennett	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Georgie Bellin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rod Jennings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Thomas Thomson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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Dan Irving	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Evan Tuchinsky (Alternate)	<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 checked="" type="checkbox"/>	<input type="checkbox"/>
Dale Bennett (Appointed after this 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"/>

## 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
All Board Members	Ralph M. Brown Act Training	One Day	City of Chico	2018

## 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 a copy (PDF or link if available online) with this report.

Context Name	Description	How it is Being Used	Date Submitted to OHP
No new contexts or surveys			

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## 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
None						

How are you using the survey data? *No new survey was conducted in the reporting period.*

## C. Corrections or changes to Historic Property Inventory

Property Name/Address	Additions/Deletions to Inventory	Status Code Change From _ To_	Reason	Date of Change
None				

## 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 copy of (or an electronic link) to all publications or other products not previously provided to OHP.

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Item or Event	Description	Date
An Eagle Scout who was working on a historic project discussed his project with the ARHPB	As noted.	May 2018

## 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, 2017-September 30, 2018) 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
None	

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

- During the reporting period (October 1, 2017-September 30, 2018) 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
- If the answer is yes, then how many properties have been added to your register or designated from October 1, 2016 to September 30, 2017? **None**



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## C. Local Tax Incentives Program

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018?

Name of Program	Number of Properties Added During 2017-2018	Total Number of Properties Benefiting From Program
Mills Act	Two	

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

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018? *Type here.*

Name of Program	Number of Properties that have Benefited
None	<i>Type here.</i>

## E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2017-September 30, 2018) 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

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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, 2017 to September 30, 2018? **Four**

## F. Local Property Acquisition Program

1. During the reporting period (October 1, 2017-September 30, 2018) 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, 2017 to September 30, 2018? Type here.

Name of Program	Number of Properties that have Benefited
None	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? **Ensuring that necessary fire-related reforms and preparation for future disasters do not compromise our existing Historic Preservation program.**
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? **After substantial consultation, California Water Service Company withdrew a request to demolish several historic water towers which mark an important part of the Chico skyline and collective imagination. The City was heavily involved, alongside of preservation groups, in encouraging Cal Water to leave the towers in place.**

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- C. What recognition are you providing for successful preservation projects or programs? **The City works closely with the Chico Heritage Association (CHA) in selecting preservation awards on their behalf.**
- D. How did you meet or not meet the goals identified in your annual report for last year? **The City met its goals by continuing effective review of projects involving Historic designations, while natural disaster caused difficulty maintaining the program's reporting and compliance requirements.**
- E. What are your local historic preservation goals for 2018-2019? **Provide on-going training to staff/Board and provide public outreach related to historic preservation.**
- F. 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? **Identification of and research into historic material that may be related to early Chico held in other collections, particularly collections of Chinese-language records, would be very worthwhile. Additionally, assistance in researching the history of the Diamond Match Company and partnering with OHP to conduct interviews and research related to that era of Chico's history would be deeply worthwhile.**
- G. 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
Partnering with local educational institutions	Discussion with OHP staff and technical assistance bulletins with examples of governments who have made such successful partnerships.

- H. Would you be willing to host a training working workshop in cooperation with OHP?  Yes  No
- G. Is there anything else you would like to share with OHP?

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## XII Attachments

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings

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