



HISTORICAL COMMISSION AGENDA REPORT

Meeting Date: January 27, 2025

Subject: Certified Local Government (CLG) Annual Report

Prepared by: Sean Gallegos, Senior Planner

Initiated by: City of Los Altos

Attachment:

1. CLG Report
2. 2023 to 2024 Historical Commission Minutes

Recommendation

Approve the 2023 to 2024 Certified Local Government Report per the recommended conditions of approval

Background

The Certified Local Government (CLG) Program is a partnership among local governments, the State Historic Preservation Office (SHPO), and the National Park Service (NPS) to promote historic preservation at the local level. Established under the National Historic Preservation Act of 1966, the program provides technical assistance, resources, and funding opportunities to communities that demonstrate a commitment to preserving their historic and cultural heritage.

In California, the program is administered by the Office of Historic Preservation (OHP). Local governments that meet the program's requirements, including having an active historic preservation ordinance and a qualified historic preservation commission, are eligible for CLG certification.

Key benefits of the CLG program include:

1. **Grant Opportunities:** Access to federal Historic Preservation Fund (HPF) grants, which are exclusively available to CLGs, to support preservation planning, surveys, education, and rehabilitation projects.
2. **Technical Assistance:** Ongoing guidance and training provided by the OHP to support local preservation efforts.

3. **Increased Recognition:** CLG status demonstrates a community's commitment to preservation, fostering public trust and engagement.

Participation in the program also reinforces a local government's role in the broader federal and state preservation framework. By becoming a CLG, communities ensure their preservation efforts align with national standards and best practices.

Currently, California has over 90 designated CLG communities, including the City of Los Altos, each contributing to the protection and enhancement of historic resources statewide. Local governments participating in the program play a critical role in preserving California's diverse heritage while benefiting from access to resources and funding to support these efforts.

Analysis

The Certified Local Government (CLG) Program Annual Report is a critical document submitted to the State Office of Historic Preservation (OHP) to detail the local government's preservation activities and compliance with CLG program requirements. This report, covering the period from October 2023 to September 2024, provides a comprehensive summary of commission activities, changes to the Historic Resource Inventory, and training undertaken by commission members.

The annual report includes the following key components:

1. **Commission Meetings:**

- A detailed summary of all historic preservation commission meetings held between October 2023 and September 2024. This includes the number of meetings conducted, attendance records, and an overview of agenda items and key decisions.
- Specific focus on significant actions, such as the review of preservation projects, decisions on certificates of appropriateness, or recommendations for resource designations.

2. **Historic Resource Inventory Updates:**

- Documentation of any updates to the Historic Resource Inventory, including new resources identified, properties evaluated, or any changes in status (e.g., properties added, removed, or reclassified).
- A summary of survey efforts or preservation studies completed during the reporting period that contributed to enhancing the inventory and identifying additional historic or cultural assets.

3. **Commission Training:**

- A record of training sessions attended by commission members and staff, as required by the CLG program to ensure commissioners are equipped with the necessary skills and knowledge to perform their duties effectively.
- Topics covered during training sessions, such as design review best practices, legal and procedural responsibilities, and updates on federal and state historic preservation regulations.

- An explanation of how these trainings have enhanced the commission's ability to fulfill its mission.

4. Preservation Activities and Community Engagement:

- Highlights of key preservation initiatives undertaken during the reporting period, such as National Preservation Month events, public workshops, or collaborations with community organizations.
- Efforts to educate the public and increase awareness of local historic preservation efforts, including outreach campaigns, tours, or informational materials.

The 2023-2024 CLG Annual Report serves as both an accountability tool and a reflection of the community's dedication to historic preservation. It demonstrates the commission's active role in protecting and enhancing local historic resources while maintaining compliance with state and federal standards. By documenting the accomplishments of the past year, the report underscores the ongoing value of the CLG program in promoting sustainable preservation practices and fostering community pride in its historic and cultural heritage.

CONDITIONS OF APPROVAL

1. **Approved Report:** The approval is based on the Certified Local Government Report and attachments, except as modified by these conditions as specified below.
2. **Revisions to the Approved Report:** Minor revisions to the approved document and attachments which are found to be in substantial compliance with the approval may be approved by the Development Services Director.