

HISTORICAL COMMISSION  
2025 Work Plan

| Goal   | Projects   | Anticipated Completion   | Priority Source  | Status   | Assignments  | Notes |
|--|--|--|--|--|--|-------|
| <p style="text-align: center;">Improve Awareness</p> | <p style="text-align: center;">Conduct the Margaret Thompson Essay Contest</p> | <p>Begins in December each year</p> <p>Ends in May each year</p> | <p>The priority is related to the Historic Commission’s purpose to encourage public knowledge, understanding, and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City’s historic resources</p>   | <p style="text-align: center;">In Progress</p> | <p>The Commission and staff in coordination with the Los Altos History Museum</p> <p>Commissioner Atkins is the primary commissioner assigned to work with staff</p> |       |
| <p style="text-align: center;">Improve Awareness</p> | <p style="text-align: center;">Conduct the Historic Plaque program</p>         | <p>Begins in December each year</p> <p>Ends in May each year</p> | <p>The priority is related to City Council Resolution No. 2013-05 and the Historic Commission’s purpose to encourage public knowledge, understanding, and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources</p> | <p style="text-align: center;">In Progress</p> | <p>The Commission in coordination with City staff. Commissioner Adams is the primary commissioner assigned to work with staff</p>                                    |       |

| Goal                                      | Projects   | Due Date  | Priority Source  | Status      | Assignments  | Notes   |
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|   |  |   |  |             |  |   |
| Improve Infrastructure                    | Rehabilitation of the Historic Landmark Apricot Orchard  | No Due Date, the Goal is implemented year-round | The priority is related to City Council Resolution No. 2013-05 and the Historic Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride.  | In Progress | The Commission in coordination with City staff and the Los Altos History Museum. |   |
| Review Historic Preservation Entitlements | Process and evaluate applications for, historical alteration permits or advisory review, historic landmark designation or historic resource designation and Mills Act applications | No Due Date, the Goal is implemented year-round | The priority is related to the Historic Commission's purpose to (1) Safeguard the heritage of the city by providing for the protection of irreplaceable historic resources representing significant elements of its history; and (2) encourage public knowledge, understanding, and appreciation of the City's past, and foster civic and neighborhood pride and | In Progress | The Commission in coordination with City staff                                   | Evaluate and respond to applications for historic designation, as well as applications for permits related to historic alteration and historic advisory reviews. (All Commissioners |
| Goal                                      | Projects   | Target Date                                     | City Related Priority  | Status      | Assignments  |   |

|                   |  |   |   |               |   |  |
|-------------------|--|---|---|---------------|---|--|
|                   | Facilitate a forum for public discourse on the preservation of the City's heritage |   | sense of identity based upon the recognition and use of the City's historic resources.  |               |   |  |
| Improve Awareness | Historic Preservation Award  | Begins in December each year<br><br>Ends in May each year | The priority is related to City Council Resolution No. 2013-05 and the Historic Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources. | In Progress   | The Commission in coordination with City staff. | Review nominations and vote on the historic preservation award recipient (All Commissioner |
| <b>Goal</b>       | <b>Projects</b>  | <b>Target Date</b>  | <b>City Related Priority</b>  | <b>Status</b> | <b>Assignments</b>                              |  |

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|---|--|--|---|----------------------|--|--|
| <p>Improve Compliance with City program</p>                       | <p>Complete Quinquennial Inspections of Mills Act Properties</p> | <p>Begins in December each year<br/><br/>Ends in May each year</p> | <p>The priority is related to City Council Ordinance No. 2011-363 and the Historic Commission's purpose to support the preservation, maintenance, and appropriate rehabilitation of the City's historic resources</p>   | <p>In Progress</p>   | <p>The Commission in coordination with City staff.<br/><br/>Commissioner Coe is the primary commissioner assigned to work with staff</p> | <p>Review staff's ongoing efforts on Mills Act compliance.<br/><br/>Staff to provide annual report to the Historical Commission in the Spring.</p> |
| <p>Maintain Compliance with Certified Local Government Status</p> | <p>Complete Certified Local Government Report</p>                | <p>April each year</p>   | <p>The Certified Local Government Program encourages the direct participation of local governments in the identification, evaluation, registration, and preservation of historic properties. The priority is consistent with Goal 6 of the Community Design &amp; Historic Resource Element of the General Plan.<br/><br/>The Certified Local Government Program encourages the direct participation of local governments in the identification, evaluation, registration, and preservation of historic properties. The priority is</p> | <p>In Progress</p>   | <p>The Commission in coordination with City staff</p>  | <p>Historical Commission reviews and approves CLG annual report (All Commissioners)</p>  |
| <p><b>Goal</b></p>  | <p><b>Projects</b></p>   | <p><b>Target Date</b></p>  | <p><b>City Related Priority</b></p>   | <p><b>Status</b></p> | <p><b>Assignments</b></p>  |  |

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|--|--|--------------------|--|---------------|--|---|
|  |  |                    | consistent with Goal 6 of the Community Design & Historic Resource Element of the General Plan                                     |               |  |   |
| Foster Partnership with Los Altos History Museum | <p>Hold an annual joint meeting with the Museum Board of Directors</p> <p>Seek opportunities to partner with the Museum on historic education and outreach</p> | Summer each year   | The priority is related to the Historic Commission's purpose to encourage public knowledge, understanding and appreciation of the. | In Progress   | The Commission in coordination with City staff | <p>Coordinate the annual joint meeting with the Museum Board of Directors</p> <p>Actively coordinate with the Los Altos History Museum on current and future education and outreach programs</p> <p>Coordinate with the Los Altos History Museum the establishment of an Apricot Orchard Festival</p> |
| <b>Goal</b>                                      | <b>Projects</b>  | <b>Target Date</b> | <b>City Related Priority</b>   | <b>Status</b> | <b>Assignments</b>                             |   |

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|--|---|--|--|--------------------|--|---|
| <p>Advocate for Good stewardship of city-owned historic properties</p> | <p>Evaluate the current status of city-owned historic properties.</p> | <p>No Due Date, the Goal is implemented year-round</p> | <p>The priority is related to City Council Ordinance No. 2011-363 and the Historic Commission's purpose to support the preservation, maintenance, and appropriate rehabilitation of the City's historic resources.</p> | <p>In Progress</p> | <p>The Commission<br/>Commissioner Maguire-Negus is the primary commissioner assigned to work with staff</p> | <p>Evaluate the current status of city-owned historic properties.</p> |
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