



CITY of CALABASAS

HISTORIC PRESERVATION COMMISSION AGENDA REPORT
MARCH 23, 2021

TO: Members of the Historic Preservation Commission

FROM: Tom Bartlett, AICP, City Planner

SUBJECT: Introduction to Historic Preservation – Training Module 1

RECOMMENDATION: Participate in Historic Preservation Commission Training Session, as Required for Certified Local Governments

When the City initiated its historic preservation program more than ten years ago, one part of the effort was to qualify the City for designation as a Certified Local Government (CLG) by the California State Historic Preservation Office (SHiPO). A city (or county) can achieve the Certified Local Government designation by accomplishing a number of key things relative to historic preservation:

1. The City develops and adopts a Historic Preservation Ordinance;
2. The City creates a Historic Preservation Commission, with the commission roles and responsibilities defined so that the commission may function appropriately in the role;
3. The City educates and trains the members of the Historic Preservation Commission so they may perform their duties and responsibilities in accordance with applicable historic preservation laws, regulations and guidelines;
4. The City staffs the Commission with professional planning staff with training and background in historic preservation;
5. The City surveys the properties within the City (or at least those properties within key portions of the City) for evaluation and recordation of the properties themselves, and/or the property improvements, from the perspective of historic preservation, to include determinations as to potential eligibility for listing on local, state and/or national registers.

Having accomplished all of the above, the City of Calabasas attained from the California SHiPO its CLG designation and status and has been functioning as a CLG ever since.

To maintain the CLG status, Calabasas must not only prepare and submit to the SHiPO our annual reports, but we also must continue to train and educate our commission members and staff. Unfortunately, as many of the Commission members know, the COVID-19 pandemic has made it especially difficult to arrange for traditional off-site preservation training workshops or conferences. Therefore, staff has developed some training modules to help accomplish the on-going training requirement. The first module will be delivered to the HPC members at the March 30, 2021 meeting.

ATTACHMENTS:

None.