



CITY of CALABASAS

HISTORIC PRESERVATION COMMISSION AGENDA REPORT
AUGUST 2, 2023

TO: Members of the Historic Preservation Commission

FROM: Savina Johal, Assistant Planner

SUBJECT: Update on Discussion of Potential Survey of Historic Properties

BACKGROUND:

In 2009 the City's Community Development Department contracted with CAJA Environmental Services, Inc. for a Historic Context Statement and Historic Survey of properties in the City. The work focused on surveying individual structures dating from 1964 or earlier, although all properties within residential subdivision tracts from 1960 to the present time were excluded. When completed, the survey had addressed 187 different properties, with the following results: one property was deemed eligible for listing on the State and/or National Registers of Historic Places (the Masson House); 20 properties (structures) determined to be potentially eligible for listing on the City's (Local) Register of Historic Landmarks; and another 95 properties (structures) were determined to be worthy of resurveying in the future. Due to the passage of time, it is now appropriate to consider updating the original survey.

At the previous HPC meeting on May 17, Staff informed Commissioners of the recommendations made by Teresa Grimes, who performed the original survey. The Commissioners expressed interest in performing a "middle ground" survey rather than performing the full scope survey recommended by Ms. Grimes. To this end, Planning Staff has been in continued contact with Ms. Grimes to obtain a proposal and cost estimate for a partial re-survey as requested by the Commission.

DISCUSSION/ANALYSIS:

Ms. Grimes provided staff a breakdown of a partial re-survey, including potential deliverables and a breakdown of estimated cost. Ms. Grimes stated that a partial re-survey would involve the 20 properties determined to be potentially eligible for listing on the City's Local Register of Historic Landmarks, as well as the 95 properties deemed to be worthy of re-surveying. The survey update would include the following deliverables:

- Draft Survey Report, finalized after one round of comments from City Staff.
 - o The survey report should include the methodology and qualifications of the team, criteria for significance, integrity under national, state, and local landmark and historic district programs, and a summary of the findings. The survey report may also include a list of properties currently designated as landmarks or historic districts.
- Continuation Sheets (with photographs) for the 20 properties previously determined to be potentially eligible.
- Inventory Forms (DPR 523 A and B Forms), for some of the 95 properties previously deemed worthy of re-surveying.
 - o It is Ms. Grimes' assumption that most of the 95 properties will not be flagged for further research evaluation and documentation; she estimates 5 may require evaluation on inventory forms for the first time. Most firms will include the maximum number of forms they will prepare on the proposal, with an additional fee if more properties require evaluation.

According to the fee breakdown provided by Ms. Grimes (see Exhibit A), the estimated cost of the partial re-survey would be approximately \$27,625. This cost includes the deliverables stated above, as well as project management meetings, review of the existing survey, property research, and the field survey of all previously-surveyed properties. It does not include attendance at public hearings or community outreach.

Staff intends to carry forward to the Community Development Department Director and to the City Manager the information conveyed in this report, plus feedback and suggestions from the HPC members. If the Director and City Manager believe the effort is worthy of City Council review and consideration, Staff will then secure a formal proposal from a qualified consultant for the intended work.

RECOMMENDED ACTION BY THE COMMISSION:

Staff recommends that the Historic Preservation Commission discuss the partial re-survey proposal and offer input to staff for conducting the re-survey with the proposed scope outlined in this report.

ATTACHMENTS:

Exhibit A: Cost Estimate Spreadsheet for Partial Re-survey