City of Calabasas Historic Preservation Commission

Discussion Item:

Update on Re-survey of Eligible Historic Properties

Wednesday, August 2, 2023

Background

The 2009 Historic Survey of properties in the City focused on individual structures dating from 1964 or earlier, although properties within residential subdivision tracts dating from 1960 - present were excluded. Due to the passage of time, an update to the original survey would be appropriate. Teresa Grimes, who performed the original survey, originally recommended a "full-scale" re-survey to include all properties over 45 years of age (including properties within residential subdivision tracts).

At the May 17 HPC meeting, Commissioners expressed an interest in conducting a "middle ground" re-survey of eligible historic properties rather than a full scale resurvey of all properties over 45 years of age. Staff has been in continued contact with Teresa Grimes to discuss a partial re-survey. She provided Staff with a possible scope for the partial re-survey and as well as a preliminary cost estimate



Partial Re-survey Scope

- Ms. Grimes' proposed scope and deliverables for a partial re-surve would include the 20 properties previously deemed to be potentially eligible for listing on the City's Local Register of Historic Landmarks and the 95 properties deemed worthy of re-surveying. In total, 115 properties would be surveyed.
- The estimated cost for re-survey would be approximately \$27,625
 - This includes deliverables, project management meetings, review of the existing survey, property research, and a field survey of all previously-surveyed properties
 - It does not include attendance at public hearings or community outreach



Partial Re-Survey Deliverables

Deliverables to include:

- Draft Survey Report, finalized after one round of comments from City Staff
- Continuation Sheets (with photos) for the 20 properties previously deemed potentially eligible
- Inventory Forms (DPR 523 A and B Forms), for <u>some</u> of the 95 properties previously deemed worthy of re-surveying
 - Ms. Grimes assumes most of the 95 properties will not be flagged for further research and documentation

Estimated Schedule: approximately 6-9 months

Principal Senior Associate Intern		Staff					Total
Task 1: Project management, monthly progress reports and invoicing; after Tasks 2, 3 & 4 meet with city staff to discuss preliminary evaluations Task 2: Review existing information including historic context statement, survey report, and inventory forms Task 3: Conduct field survey of all previously surveyed properties to ascertain positive or negative changes to physical features; photograph all properties previously dentified as eligible and new properties that warrant evaluation for the first time; organize and label photographs Task 3: Conduct property specific research to update information since the previous survey Task 4: Prepare continuation sheets for properties previously identified as eligible; include photograph and sources Task 5: Prepare inventory forms (DPR 523 A and B) for new properties identified as eligible; assumes 5 eligible and 90 ineligible; assumes no forms prepared for inelizible properties identified as eligible; assumes to remain a survey report; assumes no round of comments from city staff Total Hours per person Total Fees per person Total Fees per person Total Fees Total Fees Total Expenses: Total Expenses		Principal	Senior	Associate	Intern		
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Next Steps

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 Ms. Grimes or from another qualified consultant for the intended work.

