

Internal

## Certified Local Government Program -- 2023-2024 Annual Report

(Reporting period is from October 1, 2023, through September 30, 2024)

**INSTRUCTIONS:** This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to [info.calshpo@parks.ca.gov](mailto:info.calshpo@parks.ca.gov). You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

### Name of CLG

City of Berkeley

**Report Prepared by:** Fatema Crane, Secretary to Landmarks Preservation Commission (LPC), and Allison Riemer & Boshi Fu, Clerk to the LPC.

**Date of commission/board review:** February 6, 2025

### MINIMUM REQUIREMENTS FOR CERTIFICATION

#### I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

##### A. Preservation Laws

1. Are you considering amending or revising your certified ordinance this year?

**REMINDER:** Pursuant to the *CLG Agreement*, the Office of Historic Preservation (OHP) must have the opportunity to review and comment on ordinance changes prior to adoption. Please communicate directly with the OHP Local Government Unit staff to coordinate the review. Changes that do not meet the CLG requirements could affect certification status.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.

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### B. New Local Landmark Designations (Comprehensive list of properties/districts designated during the reporting.

1. During the reporting period, October 1, 2023 – September 30, 2024, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
2274 Shattuck Avenue (UA Theater)	March 20, 2024	n/a	
2227 Parker Street	September 25, 2024	n/a	

**Reminder:** Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

Property Name/Address	Date Removed	Reason
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

### C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan?
  - No
  - Yes, in a separate historic preservation element.
  - Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element.

[https://berkeleyca.gov/sites/default/files/documents/13\\_Urban%20Design%20and%20Preservation%20Element-FINAL.pdf](https://berkeleyca.gov/sites/default/files/documents/13_Urban%20Design%20and%20Preservation%20Element-FINAL.pdf)

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### D. Review Responsibilities

#### 1. Who takes responsibility for design review or Certificates of Appropriateness?

All projects subject to design review go the commission.

Some projects are reviewed at the staff level without commission review.

What is the threshold between staff-only review and full-commission review?

The Commission reviews Structural Alteration Permits submitted for work on Landmark properties requiring City permits. Projects that adhere to the Landmarks Preservation Ordinance Section 3.24.220 for permit application exceptions (i.e. ordinary maintenance and repairs) are reviewed administratively through building permit plan check.

#### 2. California Environmental Quality Act (CEQA)

- Explain the historic preservation staff and commission role in *providing input* to CEQA documents prepared for or by the local government.

Use Permits with public hearings are required for projects that involve the demolition of buildings, and staff reviews for the potential to adversely affect historical resources under CEQA, requiring DPR forms and/or standards analyses as appropriate. The Municipal Code requires a referral to the LPC for the demolition of non-residential buildings and structures forty or more years of age. This requirement also provides an opportunity for the Commission to have input in the CEQA historical resource determination. Staff reviews technical reports for CEQA exemptions on residential projects for buildings over 40 years old.

- Explain the staff and commission role in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government.

If an Environmental Impact Report (EIR) identifies potential impacts to historical resources, the LPC is alerted of the preparation and scoping meeting(s). If the City is the lead agency, staff reviews the administrative Draft EIR (DEIR). The DEIR is taken to the LPC for review and comment during circulation. The LPC comments are forwarded to the project planner for inclusion in the Response to Comments document. The Zoning Adjustments Board is the decision-making body on the Final EIR (FEIR) certification, but the LPC considers and adopts any FEIR certification required for Structural Alteration Permit decisions.

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### 3. Section 106 of the National Historic Preservation Act

- Explain the staff and commission role in *providing input* to Section 106 documents prepared for, or by, the local government.

Preservation staff coordinates with the City's Department of Health Housing & Community Development Services (HHCS) staff to present environmental assessments for housing development projects receiving federal funds to the LPC. Preservation and HHCS staff solidify the Commission's comments about historic resources in the area of potential effect (APE), in accordance with Section 106 of the National Preservation Act.

- Explain the staff and commission role in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government?

Staff reviews and forwards to the Commission Section 106 documents for projects that are proposed within the jurisdiction of the local government. Under such projects, the LPC opens a public consultation meeting so that the Commission may provide comments to the City on potential project effects on historic resources. The Commission consultation focus is on whether: 1) The APE is of the proper size and scope; 2) There are any historic properties present; 3) The undertaking would have adverse or beneficial effects (or both) on the property, and what those specific effects would be. Comments and/or findings are forwarded to the City Council for comment to the Lead Agency and SHPO.

## II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

### A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Kathleen Crandall	Real Estate	11/2017	11/2025	<a href="mailto:kcrand1111@aol.com">kcrand1111@aol.com</a>
Charles Enchill	Planning and Preservation	09/2019	09/2027	<a href="mailto:enchill.charles@gmail.com">enchill.charles@gmail.com</a>
Steven Finacom	Planning and History	11/2024	11/2032	<a href="mailto:Berkeley1860@gmail.com">Berkeley1860@gmail.com</a>

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Luke Leuschner	Research, Planning, and Preservation	07/2021	07/2029	<a href="mailto:lleuschner6@gmail.com">lleuschner6@gmail.com</a>
Christopher Linvill	Architecture	05/2022	06/2024	<a href="mailto:clinvill@linvillandpondarchitects.com">clinvill@linvillandpondarchitects.com</a>
Denise Montgomery	Architecture	09/2019	09/2027	<a href="mailto:dhm@dhmarchitecture.com">dhm@dhmarchitecture.com</a>
Susan Orbuch	Urban Planning	01/2024	01/2032	<a href="mailto:susan.orbuch4@gmail.com">susan.orbuch4@gmail.com</a>
Alyssa Plese	Type here.	11/2024	11/2032	<a href="mailto:plesealyssa@gmail.com">plesealyssa@gmail.com</a>
Paul Schwartz	Law	01/2019	01/2027	<a href="mailto:tullyfog@aol.com">tullyfog@aol.com</a>
Alfred Twu	Architecture	01/2021	08/2024	<a href="mailto:alfredtwu@gmail.com">alfredtwu@gmail.com</a>

Attach resumes and Statement of Professional Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications have not been met and how professional expertise is otherwise being provided. *N/A*
2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled? *There is one vacancy as of September 2024, a new commissioner has not been appointed.*

### B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator?  Yes  No
2. If not, please provide the Commission staff member's contact information.
3. If the position(s) is not currently filled, why is there a vacancy?

Name/Title	Discipline	Dept. Affiliation	Email Address
Fatema Crane, LPC Secretary	Planning	Principal Planner	<a href="mailto:fcrane@berkeleyca.gov">fcrane@berkeleyca.gov</a>
Allison Riemer, LPC Clerk	Planning	Associate Planner	<a href="mailto:ariemer@berkeleyca.gov">ariemer@berkeleyca.gov</a>

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Reina Kapadia	Planning	Senior Planner	<a href="mailto:rkapadia@berkeleyca.gov">rkapadia@berkeleyca.gov</a>
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Attach resumes and Statement of Professional Qualifications forms for staff.

### C. Attendance Record

Please complete the commission meeting attendance chart for each commissioner and staff member. Commissions are required to meet a minimum of four times a year. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Fatema Crane, staff	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
Allison Riemer, staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reina Kapadia, staff	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kathleen Crandall	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Charles Enchill	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Steven Finacom	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
Luke Leuschner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Christopher Linvill	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Denise Montgomery	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Susan Orbuch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Alyssa Plese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Paul Schwartz	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alfred Twu	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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### D. Training Received

Please indicate the specific training each commissioner received last year.

**Reminder:** It is a CLG requirement that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
Fatema Crane, staff	CPF 2024 Annual Conference, in-person and online	3 days	California Preservation Foundation	May 29, 2024
Allison Riemer, staff	CPF 2024 Annual Conference, in-person and online	3 days	California Preservation Foundation	May 29, 2024
Allison Riemer, staff	SOI 360: A Refreshed Look at the Secretary of Interior's Standards.	3 hours	California Preservation Foundation	February 29, 2024
Reina Kapadia, staff	SOI 360: A Refreshed Look at the Secretary of Interior's Standards.	3 hours	California Preservation Foundation	February 29, 2024
Allison Riemer, staff	Historic Review, Ordinances, and Districts: A Three-part Public, Practitioner and Local Government Training; Part I - What is Historic Review and Why Should We Care?	3 hours	California Preservation Foundation	March 21, 2024
Allison Riemer, staff	Historic Review, Ordinances, and Districts: A Three-part Public, Practitioner and Local Government Training; Part Two - Preservation Ordinances & Legislation:	3 hours	California Preservation foundation	April 4, 2024

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	Laying the Groundwork for Cities and Counties			
Allison Riemer, staff	Historic Review, Ordinances, and Districts: A Three-part Public, Practitioner and Local Government Training; Part Three – Defining Historic Districts and Designing Sensitive Infill	3 hours	California Preservation Foundation	May 2, 2024
Charles Enchill, commissioner	Effective Community Engagement: A Case Study in San Francisco	1 hour	California Preservation Foundation	March 14, 2024
Charles Enchill, commissioner	Insuring Historic Properties in an Increasingly Challenging Marketplace—What You Need to Know	1 hour	National Trust for Historic Preservation	July 16, 2024
Charles Enchill, commissioner	Oakland's 16th Street Station: The Depot that Fueled a Population Boom	1.5 hours	California Preservation Foundation	August 8, 2024

### **III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act**

#### **A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by the OHP)**

**Reminder:** California CLG procedures require CLGs to submit survey results, including historic contexts, to the OHP. If you have not done so, submit an electronic copy or link if available online with this report.

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Context Name	Description	How it is Being Used	Date Submitted to the OHP
Click or tap here to enter text.			

### B. New Surveys or Survey Updates (excluding those funded by the OHP)

**Note:** The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to the OHP
Type here.	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

Explain how you are using the survey data: Type here.

### IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

#### A. Public Education

Has your CLG undertaken any public outreach, training, or publications programs this year? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to the OHP.

Item or Event	Description	Date
Type here.	Type here.	Type here.

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### ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2023 – September 30, 2024) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. This includes the National Register, California Register, California Historical Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Type here.	Type here.

#### A. Local Register (i.e., Local Landmarks and Historic Districts) Program

- During the reporting period (October 1, 2023 – September 30, 2024) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law?  Yes  No
- If yes, how many properties have been added to your register or designated during the reporting period?

#### C. Local Property Tax Incentive Program

- During the reporting period (October 1, 2023 – September 30, 2024) did you have a Mills Act program?  Yes  No
- If yes, how many properties entered into a contract during the reporting period?

Name of Program	Number of Properties Added During 2023-2024	Total Number of Properties Benefiting from Program
Mills Act	1	50

#### D. Local “bricks and mortar” grants/loan program

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1. During the reporting period (October 1, 2023 – September 30, 2024) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties?     Yes     No
2. If yes, how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

### E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2023 – September 30, 2024) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties?     Yes     No
2. If yes, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s) during the reporting period?    *Approximately 10*

### F. Local Property Acquisition Program

1. During the reporting period (October 1, 2023 – September 30, 2024) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means?     Yes     No
2. If the answer is yes, then how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

**IN ADDITION TO THE MINIMUM CLG REQUIREMENT THE OHP IS INTERESTED IN YOUR TRAINING NEEDS**

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In years past, the OHP sponsored a series of free CAMP trainings from the National Alliance of Preservation Commissions (NAPC). Would you be interested in attending future CAMP trainings funded by the OHP? Yes

The OHP has also hosted training workshops and webinars of our own, and we plan to do so again in the coming year and beyond. What are some topics you would like to see covered in these trainings?

1. Identifying and Designating Historic Resources
2. Why Preserve? An Introduction to Historic Preservation
3. Standards and Guidelines for Design Review

### **XII Attachments (electronic)**

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Drafts of proposed changes to the ordinance
- Drafts of proposed changes to the General Plan
- Public outreach publications

Email to: [info.calshpo@parks.ca.gov](mailto:info.calshpo@parks.ca.gov)