



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Historical Landmarks Advisory Committee (HLAC)
Advisory Body Meeting Time/Location: Quarterly - 2nd Thurs of the month at 2:30PM located at 30 Muir Road, Martinez, CA 94553
Chair (during the reporting period): Carol Jensen
Staff Person (during the reporting period): Dominique Vogelpohl of the Dept of Conservation & Development
Reporting Period: January 2019 - December 2019

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

In addition to the already scheduled four quarterly meetings, conducted three Special Meetings for the sole objective of drafting policies/goals/implementation measures with respect to the County's General Plan Historical and Cultural Resources section to recommend to the consultant Placeworks for their consideration to include in the County Envision 2040 General Plan update.

Collaborated with the Contra Costa County Historical Society, and all other Historical Societies within the County, in drafting above mentioned policies/goals/implementation measures to recommend to the consultant Placeworks for the County Envision 2040 General Plan update.

Conducted research to aid in drafting a potential County Historic Preservation Ordinance.

Received active attendance and participation by members of the public at both the special and regularly scheduled meetings, and received useful feedback on the recommendations for Envision 2040 and several other discussion items.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The above mentioned recommendations for policies/goals/implementation measures for the in-progress County Envision 2040 General Plan update were consolidated and formally approved by the HLAC at their June 27 Special Meeting, which also included recommending the inclusion a map showing the locations of the resources listed in the County Historic Resources Inventory (HRI) that also delineates between the unincorporated and City boundaries. These recommendations were submitted to Principal Planner Will Nelson in July for his and consultant Placeworks consideration.

Commemorative Resolution to honor former HLAC Chair Stephen Lawton approved by the Board of Supervisors on August 6, 2019.

Provided a formal recommendation to the Board of Supervisors at their September 17 meeting to reduce the application fees to nominate potential resources for designation to the County HRI to encourage organizations and/or individuals to participate in this County program.

The Valona Historic District is located within the Crockett area of the County, and was established through one of the HRI's previous updates. The Community Development Division (CDD) was unclear of the exact boundaries for the District based on the HRI's description. The HLAC recommended to CDD to recognize the area delineated in the Map of the Town of Valona (recorded in 1883): Blocks A-J as the Valona Historic District boundaries, which CDD accepted.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The five-member HLAC is comprised of four Contra Costa County Historical Society (CCCHS) members and the Deputy Director of the Department of Conservation and Development, Community Development Division.

Meetings held in 2019: January 17th (special meeting), February 14th, March 27th (special meeting), May 9th, June 27th (special meeting), August 8th, November 14th

Melissa Jacobson, Seat 1 - Present, Present, Present, Present, Present, Present, Present

Melinda McCrary, Seat 2 - Present, Present, Present, Present, Present, Present, Present

Raymond O'Brien, Seat 3 - Present, Absent, Present, Present, Present, Present, Present

Carol Jensen, Seat 4 - Present, Present, Present, Present, Present, Present, Absent

Aruna Bhat - Present, Present, Absent, Present, Present, Present, Present

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All HLAC members are up to date with their Training Certification for Member of County Advisory Body and Public Service Ethics Education Certification.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

Continue participating in the in-progress County Envision 2040 General Plan update with respect to the already provided recommendations for policies/goals/implementation measures, and also view the new General Plan draft in its entirety to verify historic preservation is woven throughout the overall document.

Request direction from the Board of Supervisors with respect to including a County Historic Preservation Ordinance with the in-progress County Zoning Ordinance update.

With the assistance of the Contra Costa County Historical Society and other County Historical Societies, create an inventory list of potential historical resources within the County.

With the assistance of the Contra Costa County Historical Society and CDD staff, update the County Historic Resources Inventory to include each resources' correct address, Assessor Parcel Number, GPS coordinates, whether it is located within unincorporated County or a City jurisdiction, photographs of each resource in its current condition, and correct any and all spelling/grammatical errors.

Continue education and training in historical and cultural resources related topics as it pertains to public policy and development/restoration of historical resources etc. The HLAC wishes to explore utilizing the seminars and workshops provided by such organizations like the Conference of California Historical Societies and SPUR.