



HISTORICAL COMMISSION MEETING AGENDA

7:00 PM - Monday, April 15, 2024

***Manzanita Room, Los Altos Community Center, 97
Hillview Avenue, Los Altos, CA***

PARTICIPATION: Members of the public may participate by being present in the Manzanita Room at the Los Altos Community Center located at 97 Hillview Avenue, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to **HCPublicComment@losaltosca.gov**.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<http://tinyurl.com/muwsh8t7>

Telephone: 1-253-215-8782 / Webinar ID: 815 0571 3498 / Passcode: 936367

SUBMIT WRITTEN COMMENTS: Verbal comments can be made in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the Development Services Department or emailed to **HCPublicComment@losaltosca.gov**.

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2:00 p.m. will be distributed the following day and included with public comment in the Historical Commission packet.

AGENDA

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. The Commission Chair will announce the time speakers will be granted before comments begin. Please be advised that, by law, the Planning Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "The Brown Act") items must first be noted on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

PUBLIC HEARING

1. Historical Preservation Award

Consider nominations for the 2024 Los Altos Historical Preservation Award.

DISCUSSION**2. Meeting Time Discussion**

Discussion of Altering the Historical Commission Meeting Time

INFORMATIONAL ITEMS**3. Certified Local Government Annual Report**

Certified Local Government Program – 2022 to 2023 Annual Report

4. Margaret Thompson Essay Contest

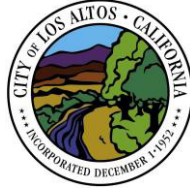
Receive an update on the Margaret Thompson Essay Contest

COMMISSIONERS' REPORTS AND COMMENTS**POTENTIAL FUTURE AGENDA ITEMS****ADJOURNMENT****SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Agendas, Staff Reports and some associated documents for the Planning Commission items may be viewed on the Internet at <http://losaltosca.gov/meetings>.

Decisions of the Historical Commission are final unless appealed by filing an appeal with the City Clerk within 14 calendar days of the decision. No building permits shall be issued during this 14-day period.



HISTORICAL COMMISSION AGENDA REPORT

Meeting Date: April 15, 2024

Subject: Historic Preservation Award

Prepared by: Sean Gallegos, Senior Planner

Attachment: A. Liz Nyberg, Nomination

Staff Recommendation

Consider nominations for the 2024 Los Altos Historical Preservation Award

Environmental Review:

Not applicable

Summary/Project Description:

The Historical Preservation Award is an award to recognize exemplary rehabilitation and preservation of historic properties, and individuals, groups or organizations in Los Altos. The commission considers nominees for the annual award at the meeting.

Fiscal Impact:

None

Background

The Los Altos Historic Preservation Award was adopted by City Council Resolution on March 13, 2012. The intent of the award is to recognize exemplary rehabilitation and preservation of historic properties, and individuals, groups or organizations in the community that exemplify the spirit of historic preservation in Los Altos. Nominees should demonstrate a dedication to historic preservation within at least one of the following criteria:

1. Demonstration of pioneering or innovative efforts in historic preservation or education.
2. Conformance with the Secretary of the Interior's Standards for Historic Rehabilitation.
3. Public benefit received (educational, beautification, advocacy, etc.).
4. Impact to the City of Los Altos.

The purpose of the award is to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources. If the Historical Commission finds that none of the nominees meet the above criteria, the Commission is not obligated to grant the Preservation award.

Discussion/Analysis

Staff received three nominations for the Historic Preservation Award:

- Liz Nyberg, nominated by Gary Hedden (Attachment A)

The Commission should consider the written evidence and oral testimony from members of the public before discussing how the above nominees meet the criteria and before voting on the award recipient. The award recipient or their designee will be recognized with a Mayor's Proclamation at a future City Council Meeting.



City of Los Altos

2024 HISTORIC PRESERVATION AWARD NOMINATION

I am nominating Liz Nyberg for the 2024 Historic Preservation Award.

Describe the reasons why the nominee should receive the Historic Preservation Award and how the nominee meets the following criteria:

- 1. Demonstration of pioneering or innovative efforts in historic preservation or education.
- 2. Conformance with the Secretary of the Interior's Standards for Historic Rehabilitation.
- 3. Public Benefit received (educational, beautification, advocacy, etc.).
- 4. Impact on the City of Los Altos.

See attached letter.

If applicable, submit copies of letters of commendation or any other supporting documentation (not required). Attach additional sheets as needed.

Nominated by: Gary Hedden Date: 8 Apr. 2024

In order to officially submit a nomination for the 2024 Historic Preservation Award, please submit documentation supporting the nomination compiled into a single copy. Submit this documentation to the Historical Commission's staff liaison, Sean Gallegos, at sgallegos@losaltosca.gov. Materials may also be submitted at City Hall, 1 North San Antonio Road, Los Altos, CA 94022. All nominations must be received by **Tuesday, April 9, 2024 at 5:00 pm.**

Nominations will be considered at an upcoming Historical Commission meeting on April 15, 2024. The 2024 Historic Preservation Award winner will be recognized by the City Council with a proclamation at a future meeting.

2024 Historic Preservation Award Nomination

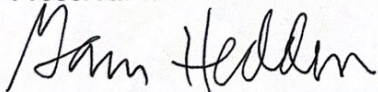
Among Liz Nyberg's many contributions to the community are her significant efforts in historic preservation and education. For this she is nominated to receive the 2024 Los Altos Historic Preservation Award.

Liz has long been active at the Los Altos History Museum. A docent since 1991, she has also been a long-time instructor of new docents, teaching them the history of the J. Gilbert Smith House. She served on the committee for the Museum's annual crab feed fundraiser for over 20 years, was president of the Museum Board for four years (1996-2000) and more recently has served on the fundraising committee that brought us Dancing through the Decades, including the successful Nifty 50s event in March. Also recently she stepped up to head the docent committee and manage the scheduling of the docents, a critical task as the docents are the folks who greet our visitors and give that important first impression. Her leadership and efforts over the past 30+ years have played a major role in the Museum's success.

Also important to the preservation of our history is the Los Altos Town Crier. We are very fortunate to have such a gem. Paul and Liz Nyberg purchased the Town Crier in 1993, and credit goes to them for the weekly record of events that are preserved in the newspaper. Sold by the Nybergs in 2019, the paper continues to collect the news that becomes our history.

The Nyberg were named Los Altans of the Year for 2017. Link here - https://www.losaltosonline.com/news/los-altans-of-the-year-paul-liz-nyberg/article_7675e13d-b9a8-5fb6-8d7b-41b54f5c1e95.html

For her long and continuing support of the History Museum and for her important role as owner of the Town Crier, Liz is worthy and deserving of the 2024 Los Altos Historic Preservation Award.



Gary Hedden
April 8, 2024

Letter of Support

It is my pleasure to nominate Liz Nyberg for the 2024 Historic Preservation Award. I met Liz many years ago, in the late 1970's, through a mutual friend and former President of the History Museum, Ginger Beman. Liz and Paul were members of Union Presbyterian Church in Los Altos, where my husband, Duane, and I also attended. Several years later, we would see Liz and Paul at Menlo Park Presbyterian Church, where we also worshipped.

In 2009, when I retired from teaching at Almond School, my husband and I became members of the Los Altos History Museum. We enjoyed becoming reacquainted with Liz and Paul. I remember how pleased we were when Liz and Paul became owners of the "Town Crier."

As Chair of the 3rd and 4th Grade Educational Tours Committee at the Los Altos History Museum, I have worked closely with Liz. We often receive requests for tours from teachers of students younger than 3rd and 4th Grades, which we are unable to accommodate. However, touring the Smith House is ideal for younger students, and Liz has willingly led these tours for 1st and 2nd graders with great success.

Liz and I also served on the History Museum Nominating Committee a few years ago. She was a thoughtful member whose community connections were invaluable in seeking qualified candidates for the museum Board of Directors.

I enthusiastically nominate Liz for the 2024 Historic Preservation Award! Thank you for your consideration.

Best regards,
Anne Roberts, Chair
3rd and 4th Grade Educational Tours Committee

Letter in support of Liz Nyberg nomination for 2024 Historic Preservation Award

Liz Nyberg is a perfect recipient for the 2024 Historic Preservation Award. I strongly support her nomination.

Philip Graham (former president and publisher of the Washington Post) is credited with stating that “Journalism is the first rough draft of history.” Liz (and her late husband) owned the Los Altos Town Crier from 1993 to 2019 (when I took over as an owner and CEO). The bar had been set high for reporting the news of Los Altos and in the almost four- and one-half years since it has been our goal to maintain that standard of reporting to continue to preserve for posterity the history of our city.

She has also been an active member and volunteer leader at the Los Altos History Museum where her skills have been instrumental in the preservation of Los Altos history.

For these and other reasons Liz is a Los Altos community asset and deserving of the 2024 Historic Preservation Award.

Respectfully submitted,

Dennis Young
CEO and Publisher
Los Altos Town Crier

Dear Historical Commissioners,

I enthusiastically support the nomination of Liz Nyberg for the 2024 Los Altos Historic Preservation Award.

She has spent decades and hundreds hours of volunteer work at the Los Altos History Museum which included serving on various committees, helping with fund-raisers, helping to raise funds and often taking leadership positions.

I have been extremely impressed with her dedication to the Museum. She definitely deserves this award.

Richard L. Henning, Ed.D

February 4, 2024

TO: Los Altos Historical Preservation Committee

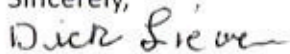
It is with great pleasure that I support the Los Altos History Museum's nomination of Liz Nyberg for the 2024 Los Altos Historical Preservation Award. I first worked with Liz on Nan Geschke's seminal committee that planned and implemented the building of the history museum. We all celebrated together as the doors to the new museum opened in 2001. Throughout the museum planning, I was always so impressed by Liz, an extremely positive and energetic person. I found Liz to not only be a successful leader, but also a great listener and compromiser.

As the years went by, I saw Liz's imprint on a huge number of projects and committees. Being on the Education Committee I marveled over the training she provided for new history docents and her leadership as chair of the docent committee.

We came in contact again when I headed the California history program for all district fourth graders. Liz was a master teacher at the upstairs permanent exhibit where she took the children on an exciting "ride" from Ohlone Days to Los Altos' incorporation as a city. Liz was always comprehensive in her study and planning before she taught the children. This translated into not only studying the formal lesson plan, but also giving of her time to observe more senior instructors presenting new material. Throughout Liz's teaching, she personified the old saying, "History is a story well told." The children were always thrilled as Liz led them through our 45-minute path of history.

Therefore, not only because of Lis Nyberg's myriad of completed projects and leadership at the museum, but also because of her lesser-know talent as a true story weaver for children, it is with enthusiasm that I support her nomination for your 2024 award.

Sincerely,



Dick Liewer

Los Altos History Education Committee

2024 Historic Preservation Award Nomination for Liz Nyberg

As I look back over the years, many have contributed to the Historic Preservation of the City of Los Altos, but one person stands out for their in-depth contributions to historic preservation for the City of Los Altos and that is Liz Nyberg.

Through her efforts, the Los Altos History Museum has been strengthened. The J. Gilbert Smith House preserved, and fund-raising efforts and docent recruitment enhanced. Her leadership and efforts over the past 30 years are unparalleled.

Identifying, protecting and preserving the places that make Los Altos so special is the center of Liz's contributions to the town.

She has provided sustained creative initiatives to enhance the efforts of historic preservation for Los Altos and is a model for the community.

As a member of the Museum and neighbor in Los Altos Hills, I strongly support Liz Nyberg for the 2024 Historic Preservation Award.

Kind thanks,

Duffy Price

26435 Anacapa Drive, Los Altos Hills



51 South San Antonio Road
Los Altos, California 94022
www.LosAltosHistory.org
650.948.9427

The Los Altos History Museum gathers and presents compelling stories and artifacts that bridge the past and the present by fostering the creative energy of staff and volunteers to challenge established narratives and produce engaging educational programs and exhibits for the community.

Board of Directors

- Larry Lang, President
- Vicki Holman, 1st Vice President
- Kuljeet Kalkat, 2nd Vice President
- Wayne Hooper, Treasurer
- Jay Thomas, Secretary
- Gary Hedden, Past President
- Gerri Acers Allison Aldrich
- Wynn Belton Cindy Bogard-O’Gorman
- Kelly Davis Christopher Fling
- Tyler Furuichi Margo Horn
- Janet Klinko Alex Wang

Staff

- Dr. Elisabeth Ward, Executive Director
- Sophia Abarca, Curator of Collections
- Diane Holcomb, Director of Communications
- Jordan Grealish, Exhibits Specialist
- Ken Buscho, Operations Manager
- Lisa Porter, Events Manager
- Lillie Moore, Volunteer and Education Coordinator
- Barbara Klein, Bookkeeper
- Faustino Carillo, Gardener

The Los Altos History Museum's legal name is the Association of the Los Altos Historical Museum; tax i.d. number 94-2542813. We are a 501(c)(3) organization and your gifts are tax deductible.

April 8, 2024

Historical Commission
City of Los Altos
Los Altos, CA 94022

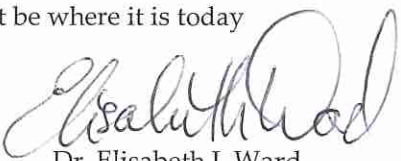
Dear Commissioners,

I am writing to support the nomination of Liz Nyberg for the City of Los Altos' Historic Preservation Award. Liz Nyberg has been essential in preserving the history of Los Altos in three key arenas, and this city owes her thanks and recognition.

The first way in which Liz, and her late husband Paul Nyberg, contributed to the preservation of local history is through their work with the Town Crier. The saying is certainly true that journalism is the rough draft of history, because without local newspapers covering events, there would be so much less information preserved for the future. Liz and Paul, with considerable personal sacrifice, kept the Town Crier going for many years, and ensured that back issues of the Town Crier are both available online and in the archives of the Los Altos History Museum.

It is in her work with the Los Altos History Museum that Liz has made two other vital contributions to preserving local history. She has provided leadership to the Museum as a whole, serving as our longest running President of the Board of Directors, and serving on our Fundraising Committee to help with our major fundraisers for the last 20 years, sometimes chairing the Crab Feed and other auctions to much success.

These public contributions are something Commissioners may be aware of, and in and of themselves make Liz Nyberg worthy of this award. But I want to share with the Commissioners some of the amazing, daily, contributions Liz has made to local history that could go unnoticed. Liz Nyberg has been a docent at the History House and then the History Museum for over 30 years, showing up for shifts and greeting the public, helping to engender enthusiasm and connection between visitors and the community. She sets a wonderful example of a knowledgeable, friendly, and engaging docent. She helps lead our docent corps, and is our go-to expert in the heart of the museum, the J. Gilbert Smith House, which she knows so well, she has been training docents on the house for decades. As the Museum's most stellar docent, she also deserves to be recognized with the Historic Preservation Award. She has inspired generations of Los Altans to care about local history in ways big and small, and the Museum would not be where it is today without her. Thank you for considering this nomination!


Dr. Elisabeth I. Ward
Executive Director



Los Altos Town Crier

138 MAIN STREET, LOS ALTOS, CA 94022. 650.948.9000 LOSALTOSONLINE.COM

April 4, 2024

As Associate Publisher of The Los Altos Town Crier, I had the honor of working with Elizabeth Nyberg for over 25 years. Among her great qualities was urging our staff to take time to not only enjoy Los Altos, but get involved in the community.

Several of our staff members joined either a Los Altos service club, area non-profit, or got involved with local schools.

I can't think of a better way to help preserve the fabric of a great community than to urge others to get involved.

In addition, when she and Paul started the Town Crier Holiday Fund, everyone on staff helped out, and ultimately engaged the whole community, and this continues to this day.

Los Altos would not continue to be the great community it is without people like Liz Nyberg. She whole-heartedly deserves this honor.

Sincerely,

Howard Bischoff
Associate Publisher

April 5, 2024

Los Altos Historical Commission
City of Los Altos
1 North San Antonio Road
Los Altos, CA 94022

Dear Commissioners:

I enthusiastically support the nomination of Liz Nyberg for the 2024 Los Altos Historical Preservation Award. For over three decades she has clearly demonstrated a significant dedication to historic preservation in the City of Los Altos through her time, talent and financial support.

Over these years I have had the privilege of working with Liz on numerous projects, fundraising events, programs and other community activities. The Los Altos History Museum has been our primary connection. In addition to her years of service as a member of the museum's board of directors and board chair, Liz is one of the museum's longest-serving docents. She also leads docent training and is currently the chair of the Docent Committee. In the museum's 30-plus years of hosting an annual crab feed fundraising event, Liz was either leading the event or volunteering in some significant capacity. Liz has worn many hats at the museum and has always been present, reliable and effective.

Liz's contributions to the community extend well beyond the Los Altos History Museum, including the Los Altos Morning Forum, Mentor Tutor Connection, Rotary Club of Los Altos, City Block Action Team and CERT, American Association of University Women and the Los Altos Property Owners Downtown. Along with her deceased husband Paul, Liz's efforts have been recognized as the 2017 Los Altans of the Year, the Los Altos Community Foundation's John Gardner Award, CSA Hometown Heroes, the Josephine and Frank Duveneck Humanitarian Award and the Los Altos/Los Altos Hills Joint Volunteer Award.

Liz Nyberg is an effective leader, motivator and role model and she has a unique ability to encourage the active participation of others. She has been steadfast in her commitment to the history of City of Los Altos and the surrounding region and we have realized substantial benefit from her dedication to preserving our past and planning for our future. She has earned and deserves the 2024 Los Altos Historical Preservation Award.

Sincerely,



Julie Rose

(Past Los Altos Historical Commissioner and Chair of the Los Altos History Museum Board of Directors)

To the Members of the 2024 Los Altos Historic Preservation Award Committee:

Shortly after retiring from education, I started volunteering with two organizations: Mentor Tutor Connection and the Los Altos History Museum. It was during that time that I first met Liz Nyberg.

For many years, Liz served on the Board of Mentor Tutor Connection, an organization that matches volunteers with local schools to serve as tutors and mentors for struggling students. She also served as a tutor for young students at local elementary schools. She was always instrumental in fundraising efforts to support Mentor Tutor Connection. Working alongside her husband, Paul Nyberg, and the Los Altos Town Crier, Mentor Tutor Connection was selected to be a recipient of the Los Altos Town Crier Holiday Fund. I was recruited by Liz to join the organization as the Tutor Program Coordinator. That was the beginning of a long and rewarding friendship with Liz. Together we organized events for donors and volunteers and worked together on fundraisers. We attended volunteer fairs to recruit prospective tutors and mentors. Liz's enthusiasm and dedication to the program and the organization were boundless!

Coinciding with our time together at Mentor Tutor Connection, I found that Liz was just as involved and committed to Los Altos and the city's history through her volunteer work at the Los Altos History Museum. Liz has been a member since 1991 and during that time she served on the Board of Directors, volunteered as a Museum Docent, and was the chair of many committees, including major fundraisers like the very popular Crab Feed for 23 years and now the newest fundraiser, Dancing through the Decades. Liz has taken the lead in training new docents on the history of the J. Gilbert Smith House, and she starred in a video tour of the Smith House. Not only has her knowledge of Los Altos and her desire to keep history alive helped the new docents, but her information was useful to the Education Committee at the Museum. Every spring, local third and fourth-grade students visit the Museum to learn about the history of Los Altos and its early roots. Liz's knowledge helped the Education Committee develop the program used with students. Liz's devotion to the Los Altos History Museum and Los Altos and its history is a testament to her generous, giving nature and to her as an individual. I was fortunate to work with Liz on many projects at the Museum. Now after 17 years of working with Liz and watching her continuous volunteer spirit, I am honored to support Liz Nyberg's nomination for the 2024 Los Altos Historic Preservation Award!

Linda Eckols

lindaeckols@sbcglobal.net

2024 Historic Preservation Award

May we offer an "endorsement" for Liz Nyberg as a receiver of the 2024 Los Altos Historic Preservation Award!

Lois and I have had the pleasure of knowing Liz for many decades, as I served as a Board member for the Town Crier for many years. We totally endorse Liz as recipient of the award, as she has been a huge contributor to the past and recent history of our Los Altos community. We cannot think of another person more deserving of this award than Liz Nyberg. She has been a major contributor to Los Altos through her involvement and engagement with the total community.

Sincerely,
Lois and Bob Adams

2024 Historic Preservation Award

I am writing in support of the nomination of Liz Nyberg for the Historic Preservation Award.

I have known Liz Nyberg for fifty years. I first met her through Newcomers Club where, as part of its leadership group, she was active in promoting its various activities to help newly arrived residents become integrated into the community.

I then got to know Liz better through the local chapter of AAUW (American Association of University Women) where she was a member of the Board of Directors. At that time, AAUW had a membership of over 300 members and was a driving force in the community in the advancement of women's rights.

When Liz and Paul purchased the Los Altos Town Crier, they preserved this much respected and needed community voice from extinction. In my opinion, local community journalism represents the highest form of community preservation.

Her contributions to the History Museum are numerous and range from the most mundane to multiple terms as President of the Museum Association. The common characteristic in all her various volunteer positions is her full immersion in the task at hand. Liz approaches her commitments with creativity, high energy, perseverance and attention to every detail. She can be relied on to get the job done and done well.

She is certainly deserving of the Historic Preservation Award.

Marge Bruno

2024 Historic Preservation Award

Dear Commissioners,

I am delighted to support the nomination of Liz Nyberg for the historic preservation award for 2024. As a neighbor and previous owner of the Los Altos Town Crier, I agree that Liz is most deserving of this recognition. Through her (and late husband Paul's) work at the Town Crier, she has preserved today's news as the history of our town. As an active volunteer with Mentor-Tutor Connection she is ensuring that the young people of our area are aware of the rich history of our town.

I hope that you will see fit to make Liz your awardee for 2024.

Thank you for your consideration.

Marie Young
120 Arbuelo Way, Los Altos

2024 Historic Preservation Award

We both recommend Liz Nyberg for the 2024 Historic Preservation Award! I first knew Liz through the Board of Realtors, in the early 90s, at that time Liz and Paul had the Homes magazine, and I was in the Title and Escrow industry locally. We worked together on a number of committees, and she was always interested in working together and creating new community involvement opportunities.

Going forward, I surely recall going to the Los Altos History Museum's Crab Feed evenings, and seeing Liz being so very much involved in being a big part of those very successful events.

A number of times I have seen her training new docents at the museum, and making them feel comfortable and knowledgeable. She is a true history preservation treasure!

I am sure that we only have seen a small part of her giving to our community, and do appreciate all that she does for Los Altos and retaining it's history.

Tom and Karen Smith



HISTORICAL COMMISSION AGENDA REPORT

Meeting Date: April 15, 2024
Subject: Commission Meeting Time
Prepared by: Sean Gallegos, Senior Planner
Attachment: None

Staff Recommendation

Approve moving the Historical Commission meeting time to begin at 6:00 pm

Environmental Review:

Not applicable

Summary/Project Description:

This report addresses the proposed change of meeting time for the Historical Commission from 7:00 pm to 6:00 pm.

Fiscal Impact:

None

Background

Staff proposes to change the meeting time for the Historical Commission from 7:00 pm to 6:00 pm. The recommendation stems from the alignment with all public hearings managed by the Development Services Department, which have already transitioned to the earlier time. The purpose of this change is to streamline operations, facilitate efficiency, and reduce the impact on staff.

Discussion/Analysis

The Historical Commission plays a crucial role in preserving the heritage and cultural legacy of our community. However, the current meeting time at 7:00 pm creates logistical challenges, especially in light of the revised schedule for public hearings managed by the Development Services Department. By aligning the Historical Commission's meeting time with these proceedings, we can promote consistency and facilitate a smoother workflow.

Benefits of the Proposed Change:

1. **Improved Efficiency:** Commencing the Historical Commission meetings at 6:00 pm will allow for a more efficient use of time, enabling members to begin and conclude discussions earlier in the evening.
2. **Enhanced Accessibility:** Aligning the meeting time with other public hearings managed by the Development Services Department will make it easier for stakeholders to participate in multiple proceedings on the same day.

3. Reduced Impact on Staff: Adjusting the meeting time will also alleviate the strain on staff members who are required to support these sessions..



HISTORICAL COMMISSION AGENDA REPORT

Meeting Date: April 15, 2024
Subject: Historic Preservation Award
Prepared by: Sean Gallegos, Senior Planner
Attachment: A. Certified Local Government Program – 2022 to 2023 Annual Report

Staff Recommendation

No action to be taken at the meeting.

Environmental Review:

Not applicable

Summary/Project Description:

The Historical Preservation Award is an award to recognize exemplary rehabilitation and preservation of historic properties, and individuals, groups or organizations in Los Altos. The commission considers nominees for the annual award at the meeting.

Fiscal Impact:

None

Discussion/Analysis

The Certified Local Government Program Annual Report is a report submitted to the State Office of Historic Preservation summarizing commission meetings, changes to the Historic Resource Inventory, and commission training. The report summarizes the commission activity from October 2022 to September 2023.

Certified Local Government Program -- 2022-2023 Annual Report

(Reporting period is from October 1, 2022 through September 30, 2023)

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. 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 Los Altos

Report Prepared by: *Sean, Senior Planner*

Date of commission/board review: *April 15, 2024*

MINIMUM REQUIREMENTS FOR CERTIFICATION

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

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals.

REMINDER: Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.

No amendments or revisions to the Historic Preservation Ordinance were adopted during the reporting period.

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

https://library.municode.com/ca/los_altos/codes/code_of_ordinances?nodeId=TIT12BUCO_CH12.44HIPR

Certified Local Government Program -- 2022-2023 Annual Report

(Reporting period is from October 1, 2022 through September 30, 2023)

B. New Local Landmark Designations (Comprehensive list of properties/districts designated under local ordinance, HPOZ, etc.)

1. During the reporting period, October 1, 2022 – September 30, 2023, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
None	N/A	N/A	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
None	N/A	N/A

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.

https://www.losaltosca.gov/sites/default/files/fileattachments/community_development/page/39021/communitydesignhistoricresourceelement.pdf

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2. Have you made any updates to your historic preservation plan or historic preservation element in your community's general plan? Yes No If you have, provide an electronic link.
3. When will your next General Plan update occur? *The City has not established a date for the next General Plan update.*

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? *Type here.*

2. California Environmental Quality Act

- What is the role of the staff and commission in *providing input* to CEQA documents prepared for or by the local government? *The majority of projects that are reviewed by the Historical Commission are exempt from CEQA review. For a project that is subject to CEQA review and listed in the City's Historical Resources Inventory, an initial study of environmental effects would be required. The Historical Commission would review the project prior to the start of the initial study and the Commission's input would be incorporated into the initial study as applicable.*

What is the role of the staff and commission in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government? *The majority of projects that are reviewed by the Historical Commission are exempt from CEQA review. For a project that is subject to CEQA review and listed in the City's Historical Resources Inventory, the Historical Commission would review the CEQA documents and provide comments, if any, prior to the CEQA documents reviewed by the City Council.*

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3. Section 106 of the National Historic Preservation Act

- What is the role of the staff and commission in *providing input* to Section 106 documents prepared for or by; the local government? **Staff would take the lead on providing any input on Section 106 documents and, if appropriate and/or required by City Ordinance, seek input from the Historical Commission.**
- What is the role of the staff and commission in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government? **Staff would take the lead on providing any input on Section 106 documents and, if appropriate and/or required by City Ordinance, seek input form the Historical Commission.**

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
Jonathan Adams	Accountant	October 2022	September 2026	jeadams@sonic.net
Russell Bartlett	Aerospace (retired)	October 2020	September 2024	bartlettjr@gmail.com
Liza Coe	Aeronautics and Planetary Science	October 2022	September 2026	liza.coe55@gmail.com
Larry Lang	Start-Up CEO	October 2020	September 2024	llang@larrylang.net
Kirk B. Paige	Senior Technologist with the City of Palo Alto	October 2020	September 2024	oh_bother@pacbell.net

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications not been met and how professional expertise is otherwise being provided. **The Los Altos Historical Commission currently has no qualified professionals as commissioners. Since Los Altos is a smaller community and the Commission is filled by volunteers, it is always a challenge to recruit qualified professionals to sit on the Historical Commission. However, it should be noted that while the other members of the Commission are not**

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technically “professionals”, they include real estate professionals, professors, and local residents; all of whom have a professional understanding about various aspects of historical preservation and contribute valuable insight and knowledge into the historic review process. For all projects reviewed by the Historical Commission, the Commission requires the preparation of professional historic reports (i.e. Secretary of the Interior Standards for Rehabilitation Evaluations, Historic Resource Evaluation, etc.) by qualified historic professionals to evaluate historic applications consistent with the Historic Preservation Ordinance and the California Environmental Quality Act." Historic professionals must meet the Professional Qualification Standards from the National Parks Service.

2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? **The Historical Commission had no vacancies.**

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No If not, who serves as staff?
2. If the position(s) is not currently filled, why is there a vacancy? *Type here.*

Attach resumes and Statement of Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Sean Gallegos, Senior Planner	Urban Planning and Architecture	Community Development Department, Planning Division	sgallegos@losaltosca.gov
Nazaneen Healy, Associate Planner	Urban Planning and Landscape Architecture	Community Development Department, Planning Division	nhealy@losaltosca.gov

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C. Attendance Record

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

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr (1 st mtg)	April (2 nd mtg)	May	Jun	Jul	Aug	Sep
Jonathan Adams	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Russell Bartlett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Liza Coe	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Larry Lang	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kirk B. Paige	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is 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
Jonathan Adams	Commissioner Training	2 hours	City of Los Altos	October 22, 2022
Russell Bartlett	Commissioner Training	2 hours	City of Los Altos	October 22, 2022
Liza Coe	Commissioner Training	2 hours	City of Los Altos	October 22, 2022
Larry Lang	Commissioner Training	None		
Kirk B. Paige	Commissioner Training	None		

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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 OHP)

NOTE: California CLG procedures require CLGs to submit survey results, including historic contexts, to OHP. If you have not done so, submit a copy (PDF or link if available online) with this report.

Context Name	Description	How it is Being Used	Date Submitted to OHP
N/A			

B. New Surveys or Survey Updates (excluding those funded by 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 OHP
N/A	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

C. Corrections or changes to Historic Property Inventory

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Property Name/Address	Additions/Deletions to Inventory	Status Code Change From To	Reason	Date of Change
N/A	Type here.	Type here.	Type here.	Type here.

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

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? How were the commissioners and staff involved? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
39 th Annual Margaret Thompson Historic Essay Contest	<p>The contest was open to students in grades third through sixth and essays were submitted by 300 students from eight Los Altos schools. The essay contest was " A Path to Conservation Inspired by Wallace Stegner " in commemoration of Wallace Stegner was at the forefront of the modern conservation movement. He was a visionary who understood how important wilderness is to human beings. Mr. Stegner brought awareness locally, nationally, and globally to the importance of the environment and conservation. In 1962, he co-founded Green Foothills, a local environmental organization, which led to the development of MidPeninsula Regional Open Space.</p> <p>The essay writers were asked to have a conversation in your classroom or with family members about what you and your family are doing to save our natural</p>	January – June 2023

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Item or Event	Description	Date
	resources and protect our environment and wildlife. Think of themself as an environmentalist or conservationist. What were some things they are doing? Were there places in the natural world that you and your family like to go and feel the "hope in nature?" They concluded their discussion by thinking about how they could save and protect the environment in the future.	

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

NOTE: OHP will forward this information to NPS on your behalf. Please read "Guidance for completing the Annual Products Report for CLGs" located at http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx.

A. CLG Inventory Program

During the reporting period (October 1, 2022 – September 30, 2023) 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. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Historic Resource Inventory	0

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

1. During the reporting period (October 1, 2022 - September 30, 2023) October 1, 2022 – September 30, 2023 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
2. If the answer is yes, then how many properties have been added to your register or designated from October 1, 2022

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a Local Tax Incentives Program, such as the Mills Act? Yes No
2. If the answer is yes, how many properties have been added to this program from October 1, 2022 to September 30, 2023?

Name of Program	Number of Properties Added During 2022 - 2023	Total Number of Properties Benefiting From Program
Mills Act	1	14

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

1. During the reporting period (October 1, 2022 – September 30, 2023) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2022 to September 30, 2023? *Type here.*

Name of Program	Number of Properties that have Benefited
<i>Type here.</i>	<i>Type here.</i>

E. Design Review/Local Regulatory Program

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1. During the reporting period (October 1, 2022 – September 30, 2023) 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 the answer is yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) from October 1, 2022 to September 30, 2023? Two

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2022 – September 30, 2023) 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) from October 1, 2022 to September 30, 2023? Type here.

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

XI IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN A SUMMARY OF LOCAL PRESERVATION PROGRAMS

- A. What are your most critical preservation planning issues? **The most critical preservation issues are: 1) Updating and maintaining the integrity of the Historic Resource Inventory (HRI), 2) The ongoing effort to review alterations to historic properties consistent with the historic preservation regulations, 3) The ongoing efforts to ensure the Mills Act is advancing the preservation of historic properties in Los Altos, and 4) The stewardship of city-owned historic properties.**
- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community? **The City Council and the Historical Commission have supported the maintenance rehabilitation of the Historic Landmark Orchard, and the City Council awarded the Los Altos History**

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Museum's Orchard Commons Committee a contract to maintain the orchard, and the organization has planted new apricot trees and a new irrigation system in the City's Historic Apricot Orchard.

- C. What recognition are you providing for successful preservation projects or programs? **The City has the following programs: 1) an annual Historic Preservation award that includes recognition by the Mayor at a City Council meeting and an official City Proclamation, and 2) a historic plaque program.**
- D. How did you meet or not meet the goals identified in your annual report for last year? **a. The Historical Commission maintained and improved its community outreach and awareness by collaborating with the Los Altos History Museum in the administration of the Annual Margaret Thompson Essay Contest. However, the Historical Commission did not achieve a goal for each commissioner to receive annual training. After consulting with the Office of Historic Preservation, the CLG Coordinator/Historical Commission Liaison worked with commissioners to utilize webinars and workshops through the Office of Historic Preservation and the California Preservation Foundation.**
- E. What are your local historic preservation goals for 2022 - 2023? **The Historical Commission will seek to 1) to continue to maintain and improve the Historical Commission's community outreach and awareness by collaborating with the Los Altos History Museum and administering the Annual Margaret Thompson Essay Contest; and 2) obtain historic education and training opportunities for each commissioner through webinars, workshops and seminars through the Office of Historic Preservation and California Preservation Foundation.**
- F. So that we may better serve you in the future, are there specific areas and/or issues with which you could use technical assistance from OHP? **See are response below, under question XI.G.**
- G. In what subject areas would you like to see training provided by the OHP? How you like would to see the training delivered (workshops, online, technical assistance bulletins, etc.)?

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Training Needed or Desired	Desired Delivery Format
The Office of Historic Preservation (OPH) should provide additional recorded webinars to improve training options for Historical commissioners. A module regarding the "Interpretation and Application of Secretary of the Interior's Standards for the Treatment of Historic Properties" would be useful for the commissioners.	The module format with interactive pages is a great learning tool that will foster discussion.

H. Would you be willing to host a training working workshop in cooperation with OHP? Yes No

G. Is there anything else you would like to share with OHP? No

XII Attachments

- 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