



THE CITY OF SAN DIEGO
M E M O R A N D U M

DATE: January 11, 2024

TO: Members of the Historical Resources Board

FROM: Suzanne Segur, Senior Planner, City Planning Department

SUBJECT: Standardized Report of City Boards and Commissions for 2023 – Action Item

The City of San Diego's Office of Boards and Commissions was created in 2018 to support the day-to-day operations for the City's 49 boards and commissions and serves as an access point to the volunteer members appointed by the Mayor and City Council.

In an effort to promote public participation in decision-making and effective civic engagement; and to ensure that the City's advisory Boards and Commissions are producing timely, actionable advice to the Mayor, City Council and City departments as defined by their San Diego City Charter and/or Municipal Code powers and duties, the Office of Boards and Commissions has established a new annual reporting requirement via the *Standardized Report of City Boards & Commissions*. The Report is due annually and documents the meetings, actions, volunteer hours, and vacancies of a City board or commission within a calendar year timeframe. The Report also provides boards and commissions with an opportunity to raise concerns or provide suggestions to the City Council.

The reports are due to the Office of Boards and Commissions by May 1st of each year and will be presented to the City Council as part of the budget process. The Historical Resources Board is required to provide their report covering calendar year 2023 by May 1st of this year. This will require the full Board to approve the report prior to that date.

Most of the content of the report is data-driven, and includes the number of hearings, number of meetings cancelled, actions taken, and Board vacancies. However, there are two items in the report which required specific feedback from the Historical Resources Board members: "Concerns or Suggestions to Bring to the City Council" and "Volunteer Hours." City staff requested Board members feedback regarding these two items and has provided the information received in the draft report. Comments received from the Historical Resources Board during the January 25, 2024, hearing will be incorporated into the final report and presented to the Office of Boards and Commissions.

Accordingly, City staff requests the Historical Resources Board review the attached draft report, provide any additional comments or revisions, and approve the report at the January 25, 2024 hearing or at a subsequent hearing date prior to May 1, 2024.

Your consideration of this information is appreciated.

Attachment: 1. Draft Standardized Report of City Boards and Commissions – Historical Resources Board

HISTORICAL RESOURCES BOARD

1. MISSION AND DUTIES OF THE ADVISORY BOARD

i *What are the Mission and Duties of the Advisory Board, as established by the Municipal Code?*

SDMC Section 111.0206(d) states that powers and duties of the Historical Resources Board (HRB) are as follows:

- (1) To identify and designate historical resources for preservation in accordance with the designation process described in Chapter 12, Article 3, Division 2 (Designation of Historical Resources Procedures).
- (2) To review and make a recommendation to the appropriate decision-making authority on applications for development permits involving designated historical resources in accordance with the decision-making procedures of the Land Development Code.
- (3) To adopt specific guidelines for designating historical resources and to identify specific areas that may be exempt from the requirement for a site-specific survey in accordance with Section 143.0212(a).
- (4) To adopt standards and guidelines to be used by the Board in reviewing applications for development permits involving designated historical resources.
- (5) To compile and maintain an up-to-date register of designated historical resources. A description of the resource and the reasons for designation shall be included in the register.
- (6) To recommend to the City Council that the City Manager apply for, receive, or expend any federal, state, or private grant, grant-in-aid, gift, or other interest relative to property located in the City in furtherance of the general purposes of historical preservation.
- (7) To prepare an annual report to the Mayor and City Council on the activities, decisions, and other work of the Board.
- (8) To perform any other functions consistent with the purpose of the Board or any functions that may be requested by resolution or direction of the City Council, including promoting education programs pertaining to historical resources and investigating and reporting to the City Council on the use of various federal, state, local, or private funding sources and mechanisms available to promote historical resource preservation.
- (9) To establish criteria and provide for a historical resources inventory of properties within the City and recommend to the City Council and Planning Commission procedures to use the historical resource inventory results in the planning process.
- (10) To provide information and guidance, at the request of property owners or tenants, on the financial and physical aspects of the restoration, alteration, rehabilitation, landscaping, or maintenance of any designated historical resource.

2. ACTIONS TAKEN BY THE ADVISORY BOARD

JANUARY	
Item Name	Action Type
The Herbert York/ Herbert Palmer House/ La Casa de Los Amigos; 6110 Camino De La Costa	Designation*
Edward and Emma Newman Building; 2906-2912 University Avenue	Designation*
Carl and Ethel Mae Sharp House; 3425 Xenophon Street	Designation*
Erby and Mabel Deputy House; 4603 56 th Street	Designation*
Carl and Ethel Mae Sharp House #1 located at 4971 Kensington Drive	Designation*
Michael and Helen Donnelly House; 4190 Utah Street	Designation*
Standardized Report of City Boards and Commissions 2022	Administrative
FEBRUARY	
Item Name	Action Type
Charles Bickel House; 4860 Biona Drive	Designation*
Harrison and Salvadora Kellenberger House; 3461 Olive Street	Designation*
Certified Local Government (CLG) Annual Report 2021-2022	Administrative
MARCH	
Item Name	Action Type
Kathryn Osborn/Henry H. Preibisius House; 3485 Hawk Street	Designation*
Lloyd and Raymona Swortwood Spec House; 7390 Via Capri	Designation*
Selection of Historical Resources Board Vice-Chair and Second Vice-Chair	Administrative
APRIL	
Item Name	Action Type
Donald and Gladys Clitsome/Lloyd Ruocco House; 2228 33rd Street	Designation*
Fred Rohr/Ralph L. Frank House; 555 San Fernando Street	Designation*
Mamie and Oliver Evans/William Templeton Johnson House; 4388 Ampudia Street	Designation*
Selection of Historical Resources Board Chair	Administrative
MAY	
Item Name	Action Type
MEETING CANCELLED DUE TO LACK OF QUORUM	
JUNE	
Item Name	Action Type
Jerome and Joyce Shaw /Lloyd Ruocco House; 7245 Rue de Roark	Designation*
George and Martha Saunders House; 3120 Sterne Street	Designation*
Torrey Apartments; 4260 Campus Avenue	Designation*
Vida Rhodes/Alexander Schreiber House; 3022 30th Street	Designation*
Earnest Hausen and James Hutchins Spec House #1; 4240 Trias Street	Designation*
T. Claude Ryan House #2; 2275 Evergreen Street	Designation*
Ocean Beach Pier; Western Terminus of Niagara Avenue West of Ocean Front Way	Designation*

JULY	
Item Name	Action Type
Helmhurst Cottage; 1570 Virginia Way	Designation*
Ernest and Ida Cushman Speculation House; 2304 Plum Street	Designation*
La Jolla Park Coastal Historic District National Register Nomination	Recommendation
Composition of the HRB Subcommittees	Administrative
University Community Plan Update Historic Preservation Component	Info Item
AUGUST	
Item Name	Action Type
Velma Prichard Spec House #1; 4321 Alder Drive	Designation*
Larry Himmel/Dennstedt Company House; 4609 Norma Drive	Designation*
2412 A Street; Greater Golden Hill Historic District Contributor	Designation*
SEPTEMBER	
Item Name	Action Type
820 Fort Stockton Drive	Designation^
Robert and Marion Hill House; 3104 Lytton Street	Designation*
Benjamin F. Dillingham III House; 4494 Tivoli Street	Designation*
Lucile Hamilton/Robert Mosher House; 485 San Geronio Street	Designation*
Katherine and Rudolf Blankenburg/William Sterling Hebbard House; 3675 8 th Avenue	Designation*
OCTOBER	
Item Name	Action Type
Report from the Office of the Independent Budget Analyst	Info Item
Walter and Judith Munk House; 9530 La Jolla Shores Drive	Designation*
Morris and Ida Irvin Spec House #3; 4201 Palmetto Way	Designation*
Dr. Paul Libby House; 7846 Esterel Drive	Designation*
Robert and Clara West Spec House #1; 3441 Cooper Street	Designation*
NOVEMBER	
Item Name	Action Type
Richard and Maurine Haas/ Ralph L. Frank House; 555 San Geronio Street	Designation^
7236 Country Club Drive	Designation [^]
Clinton Abbott/ William Templeton Johnson/ Brawner & Hunter House; 4499 Hermosa Way	Designation*
Ralph Hurlburt/Alexander Schreiber Spec House #4; 3914 Falcon Street	Designation*
Amelia and Clara Ives House; 1817 Dale Street	Designation*
Mary Sample/William Wahrenberger Spec. House #1; 2330 Fort Stockton Drive	Designation*
HRB Naming Policy Update	Administrative
Possible Board Response to IBA Report	Administrative
*Property owner supported designation of the property	
^Property not designated	

3. ADVISORY BOARD MEETINGS

i *What were the number of Advisory Board meetings and what were the issues discussed?*

The Historical Resources Board met ten times in the calendar year 2023. (The Board meets once per month on the fourth Thursday of the month but is dark in December). The May 2023 meeting was cancelled due to lack of quorum. In calendar year 2023, the Board considered the designation of 40 individual properties and made one recommendation to the State Office of Historic Preservation on a National Register Nomination. The Board also considered seven administrative items and two informational items. For a more detailed listing of the items refer to the response in “Actions Taken by the Advisory Board”.

In addition to regular meeting of the full Board, the Historical Resources Board has three standing Subcommittees: Policy, Design Assistance, and Archaeological and Tribal Cultural Resources. These Subcommittees address items within their purview and provide feedback to staff but are non-voting entities. The Subcommittees have standing meetings with Policy and Design Assistance monthly and Archaeological and Tribal Cultural Resources meeting quarterly; however, meetings can be adjourned due to lack of items for discussion. In calendar year 2023 the Policy Subcommittee met six times, the Design Assistance Subcommittee met four times, and the Archaeological and Tribal Cultural Resources Subcommittee didn't meet during the calendar year. Items discussed at the three subcommittees are listed in the following table:

POLICY SUBCOMMITTEE	
January	Adjourned due to lack of items
February	Discussion topic regarding San Diego Bungalow Courts and Apartment Courts Historic Context Statement
March	Adjourned due to lack of items
April	Adjourned due to lack of items
May	Discussion topic regarding Historical Resources Board's naming policy
June	Adjourned due to lack of items
July	Discussion topic regarding Subcommittee Appointments
August	Discussion topic regarding Historical Resources Board's naming policy
September	Adjourned due to lack of items
October	Discussion topic regarding Historical Resources Board's naming policy
November	Adjourned due to lack of items
December	Discussion topic Possible Board Response to Independent Budget Analyst (IBA) Report and Discussion of Historic District Policy & National Register Districts

DESIGN ASSISTANCE SUBCOMMITTEE	
January	Adjourned due to lack of items
February	Adjourned due to lack of items
March	HRB Site #1453, Edward and Emma Newman Building
April	HRB Site #1481, The Herbert York/Herbert Palmer House/Casa de Los Amigos
May	Adjourned due to lack of items
June	HRB Site #1482, Edward and Emma Newman Building
July	Adjourned due to lack of items
August	Adjourned due to lack of items
September	Adjourned due to lack of items
October	HRB Site #127-002, Whitney Building, Gaslamp Quarter Historic District HRB Site #1451, Vulcan Steam Room and Sauna HRB Site #1, Balboa Park, Electricity and Varied Industry Building (Municipal Gym)
November	Adjourned due to lack of items
December	Adjourned due to lack of items
ARCHAEOLOGICAL AND TRIBAL CULTURAL RESOURCES	
February	Adjourned due to lack of items
May	Adjourned due to lack of items
August	Adjourned due to lack of items
November	Adjourned due to lack of items

4. MEETING CANCELATIONS

i *What were the number of meetings cancelled and what was the reasoning?*

There was 1 Historical Resources Board meeting cancelled in the calendar year 2023 due to lack of quorum.

The Board has three standing Subcommittees that act in an advisory capacity to staff: Policy, Design Assistance, and Archaeological and Tribal Cultural Resources (A&TCR). These subcommittees have standing meetings that may be cancelled, due to a lack of items. In calendar year 2023, 6 of 12 Policy Subcommittee meetings were cancelled, 8 of 12 Design Assistance Subcommittee meetings were cancelled, and 4 of 4 A&TCR Subcommittee meetings were cancelled, due to a lack of items.

5. AVAILABLE OPPORTUNITIES

i *What are the number of vacant positions on the Advisory Board?*

There is currently one vacant position; Bruce Abrams resigned from his seat in December of 2023.

6. EXPIRED MEMBERSHIP

i *What are the number of members serving on expired terms?*

Currently, two members of the Historical Resources Board are serving on expired terms. Dr. Ann Woods, who sits in the required Architectural Historian seat, is termed out and she is continuing to serve until a replacement is appointed. Per SDMC Section 111.0206, the Architectural Historian seat must be filled in order for the Board to function. The remaining member is eligible for reappointment.

7. CONCERNS OR SUGGESTIONS TO BRING TO THE COUNCIL

i *Do you have any suggestions or concerns that you would like to bring to the Council's attention?*

The following items have been provided collectively by the Historical Resources Board members, or by an individual boardmember:

- Members of the public not present at meetings routinely pull items from the Consent Agenda, greatly extending the length of board meetings. Their motivation seems to be nothing other than to waste our time and prevent the board from functioning. Procedures need to be revised.
- In San Diego developers and their lobbyists are attempting to blame historic preservation programs for the housing shortage and high housing costs. In the last reported year, 2021-22, the HRB designated 35 properties. Have an average of 35 historic designations per year caused the housing crisis?
- I would respectfully ask the city council and mayor's office to consider the many social and environmental benefits of historic preservation. Please resist efforts to curtail the functioning of this board, and the misleading arguments of developers and their agents, motivated by self-interest and greed, rather than the common good.
- Sufficient funding, resources, and support be provided to complete historic district work plan in a timely manner.
- Code enforcement be provided sufficient staff, resources, and support to be responsive to investigating alterations to historic and potentially historic properties.
- Streamlined process for inclusion of National Register properties on City Register.

8. ASSISTANCE TO THE BOARD

i Please provide an estimate of the City staff hours assisting in administering the Board.

The Historical Resources Board is supported by a Legislative Recorder. In addition, a Deputy City Attorney, a staff liaison to the Board, and management staff from the Development Services Department and the Planning Department provide direct support at Historical Resources Board hearings and Subcommittee meetings, as needed.

POSITION	EST. HOURS CY 2023
City Attorney	70
Development Services Department/Planning Department Management Support	125
Legislative and Administrative Support	2,800
TOTAL ESTIMATED HOURS	2,995



9. VOLUNTEER HOURS




i Please provide an estimate of the volunteer hours by Boardmembers.

The *Historical Resources Board* time estimates for calendar year 2023 range from 15-20 hours per month or 180-240 hours per year on *Historical Resources Board* items for each Boardmember. Time invested can vary depending on the length of the agenda and the complexity of the items and can also include training on a variety of relevant topics. With 11 Boardmembers, that totals nearly 1,980-2,640 hours per year in volunteer time.

ADVISORY BOARD ACTIVITIES

Please provide 4-5 pictures of the Advisory Board Activities

PDF Files	Title of Activity	Date of Event
 HRB Meeting January 26 2023.pdf	Hybrid Meeting	January 26, 2023
 HRB Meeting March 23 2023.pdf	Hybrid Meeting	March 23, 2023

 HRB Meeting June 22 2023.pdf	Hybrid Meeting	June 22, 2023
 HRB Meeting August 24 2023.pdf	Hybrid Meeting	August 24, 2023
 HRB Meeting November 16 2023.p	Hybrid Meeting	November 16, 2023

DRAFT

Historical Resources Board Meeting of January 26, 2023

Zoom Webinar

Historical Resources Board Meeting, January 26, 2023

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Historical Resources Board Meeting of March 23, 2023

Historical Resources Board Meeting, March 23, 2023



Rhonda Ciardetti

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Historical Resources Board Meeting of June 22, 2023

Historical Resources Board Meeting, June 22, 2023



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Historical Resources Board Meeting of August 24, 2023

Historical Resources Board Meeting, August 24, 2023



Historical Resources Board Meeting of October 26, 2023

Historical Resources Board Meeting, October 26, 2023



Historical Resources Board Meeting of November 16, 2023

Historical Resources Board Meeting November 16, 2023



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