

Agenda Report

TO: CITY COUNCIL
OCTOBER 5, 1998

FROM: CITY MANAGER

SUBJECT: APPROVAL OF A JOURNAL VOUCHER FOR EXPENDITURE OF FUNDS
FROM THE CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM

RECOMMENDATION

It is recommended that the City Council:

1. Approve a journal voucher recognizing revenue from State of California, Office of Historic Preservation, in the amount of \$15,000 and appropriating it to budget account 8114-101-445100 for hiring a consultant to assist the Planning and Permitting Department with revisions to the cultural heritage ordinance (P.M.C. §2.75).
2. Authorize the Director of the Planning and Permitting Department to act as signatory for the City of Pasadena regarding grant agreement documents.

BACKGROUND

As a participant in the Certified Local Government program since 1986, the City of Pasadena is eligible to apply for grant funds from the California State Office of Historic Preservation. In June 1998 the Planning & Permitting Department applied for a grant to hire a consultant to assist with revisions to the cultural heritage ordinance. On August 11, 1998 the State Historical Resources Commission approved the application and awarded the maximum amount of \$15,000 to the City. This funding for the federal FY98 brings the total Certified Local Government program grant revenue since 1986 to \$191,975 for projects that have assisted the City in documenting and protecting its historic resources.

The project to revise the cultural heritage ordinance is one of the implementation strategies in the Land Use Element of the General Plan. As stated in the grant application, the proposed revisions would accomplish two goals:

1. To create effective regulations and incentives to promote preservation of historic resources;
and
2. To provide a consistent framework for the identification, evaluation, documentation and protection of historic resources.

Specifically, ordinance revisions will include:

- More specifically defining criteria for designation, redefining levels of significance for individual historic resources and districts;
- More specifically defining eligibility for landmark districts and refining landmark district designation process;
- Adding criteria and review procedures for a proposed new level of conservation district;
- Revising the designation process, defining a review process that is appropriate to each level of significance;
- Revising qualifications for Cultural Heritage Commissioners;
- Clarifying reviews of City-owned properties by Design Commission and Cultural Heritage Commission and reviews of land-use entitlements;
- Revising findings for relief from the replacement building permit requirement.

The grant money will allow the City to hire a qualified historic preservation consultant, using a request for proposal process, to assist staff with the completion of this project. Although a methodology or work program for the project will be a required submittal in the consultants' proposals, the procedure for completing the revised ordinance will include: meeting with the Design and Historic Preservation staff and the Cultural Heritage Commission to discuss issues pertaining to the existing ordinance; conducting public meetings ; and coordinating the completion of a draft ordinance. The City of Pasadena will provide the 40% match to the grant through staff time spent on the project.

HOUSING IMPACT

The action to approve a journal voucher will not have an effect on the City's housing supply.

WORKLOAD IMPACT

Staff time to administer the grant project and participate in writing revisions to the cultural heritage ordinance is expected to be a minimum of 200 hours. The activities to support this project will be included in the FY98 and FY99 work programs.

IMPACT ON DEVELOPMENT REVIEW PROCESS

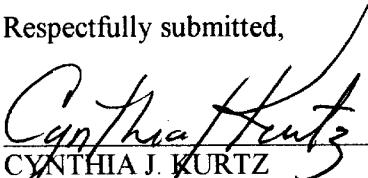
The approval of the journal voucher for funding to support this project will not impact the development review process.

FISCAL IMPACT

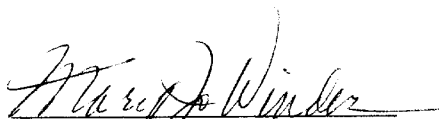
The agreement with the State Office of Historic Preservation specifies that the City provide a 40% match to the \$15,000 grant. Therefore, \$10,000 of General Fund monies allocated to staff

salaries will be used for this match. The City benefits from this source of outside funding because it enhances the use of City resources to conduct a more ambitious historic preservation program. The grant provides a financial resource, which supplements the General Fund.

Respectfully submitted,


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