



# Land Use Committee

City of Arts & Innovation

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**TO: LAND USE COMMITTEE** **DATE: MARCH 10, 2025**

**FROM: COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT** **WARD: ALL**

**SUBJECT: APPROVE PROPOSED 2025 WORK PLANS FOR THE CULTURAL HERITAGE BOARD**

## **ISSUE:**

Approve the proposed 2025 Work plans for the Cultural Heritage Board.

## **RECOMMENDATIONS:**

That the Land Use Committee approve the proposed 2025 Work plans for the Cultural Heritage Board and Planning Commission.

## **LEGISLATIVE HISTORY:**

Riverside Municipal Code Section 20.10.020 identifies the following powers, duties, and functions for the Cultural Heritage Board:

A. The Cultural Heritage Board shall:

1. Make recommendations to the City Council regarding surveys of cultural resources within the City, in conformance with State Office of Historic Preservation survey standards and guidelines;
2. Recommend to the City Council the designation of Landmarks, Historic Districts, Structures or Resources of Merit, and any additional matters pursuant to the provisions of this title;
3. Have discretionary authority to review and approve applications and actions to alter, relocate or demolish cultural resources pursuant to the provisions of this title;
4. Hear appeals from the Historic Preservation Officer or Qualified Designee's determinations on Administrative Certificates of Appropriateness or the Historic Preservation Fund Committee's recommendations;
5. Accept referrals from the Historic Preservation Officer or Qualified Designee;
6. Hear appeals taken from formal interpretations made by the Historic Preservation Officer or Qualified Designee;

7. Hear appeals from the Historic Preservation Fund Committee's recommendations;
8. Adopt standards including preservation guidelines to be used by the Board in reviewing applications for permits to preserve, alter, relocate or demolish any cultural resource;
9. Work for the continuing education of the citizens of Riverside about the heritage of the City and its cultural resources;
10. At the direction of the City Council, seek means and resources to protect, retain and preserve cultural resources, such as suggesting legislation and seeking financial support from individuals and local, state and federal governments;
11. Consult with and advise the City Council about the Board's duties and functions;
12. Assume the responsibilities and duties assigned to it by the City Council under the Certified Local Government Provisions of the National Historic Preservation Act of 1966; such as National Environmental Protection Act ("NEPA") and California Environmental Quality Act ("CEQA") compliance;
13. As part of the Board's CEQA review responsibilities, the Board shall identify and advise appropriate City departments and governmental entities of known historical, cultural and archaeological resources; assess and advise the City Council whether any proposed project would have an adverse effect on the significance of such Cultural Resources; and recommend to the City Council appropriate action in compliance with the City's adopted CEQA procedures; and
14. Encourage public participation in the Cultural Resources program to identify and inventory significant cultural resources in the City;

B. The Cultural Heritage Board may:

1. Recommend zoning and general plan amendments for cultural resources preservation;
2. Conduct an awards program to recognize and encourage public participation in efforts; and
3. Nominate eligible City-owned cultural resources to the National Register of Historic Places, and encourage, advise, and guide persons in nominating cultural resources to the National Register of Historic Places.

**BACKGROUND:**

To ensure the work of boards and commissions align with the City Charter and Envision Riverside 2025 Strategic Plan, the City Manager's Office requested each board or commission to develop an Annual Work Plan. Each work plan will be taken to the respective City Council Standing Committee for review and approval with the workplans earmarked to begin in March 2025 and conclude in February 2026.

Resolution 23976 identifies the two boards and commissions under the purview of the Land Use, Sustainability, and Resilience Committee which include the Cultural Heritage Board and the Planning Commission.

On January 8, 2024, the Land Use Committee reviewed and approved the Cultural Heritage Board’s 2024 work plan. The chart below lists those work plan tasks with the corresponding completed tasks:

<b>Cultural Heritage Board Work Plan Tasks</b>	<b>Status</b>
In accordance with Title 20, review of Certificate of Appropriateness (COA) applications for modifications to Cultural Resources within the City	ONGOING Board COAs: 9
In accordance with Title 20, review and provide recommendation to City Council on historic designation (HD) applications.	ONGOING HDs: 3
Review of annual Certified Local Government (CLG) annual report prior to the submission to the State Office of Historic Preservation.	COMPLETE 03/20/24
As part of a Certified Local Government grant, participate in the development of Design Guidelines for Accessory Dwelling Unit at Cultural Resources	COMPLETE Submitted to State – 2/24/25 CHB Adoption - 2/19/25
Development of a priority list of potential historic districts for resurveying to aid in potential historic districts	COMPLETED List completed – 02/21/24
Receive presentations from community organizations, City Departments, outside agencies, and private entities regarding historic preservation efforts	ONGOING Fairmount Park Workshop – 05/15/24 Mission Inn Foundation Presentation – 9/18/24 ADU Standard Workshop – 11/20/24 Historic District Signs Workshop – 1/15/25 State Housing Laws Presentation – 2/19/25 Presentation on HP and Economic Development – 2/19/25
Comprehensive update to Title 20.	COMPLETED Workshops – 2021, 2022, 2023 CHB – 06/21/23 LUC – 11/13/23 CC – 01/23/24 CC Workshop – 04/23/24 CC – 08/20/24

**DISCUSSION:**

At its January 15, 2025 regular meeting, the Cultural Heritage Board reviewed its 2025 Work Plan. The work plan included the following goals and objectives:

1. In accordance with Title 20, review of Certificate of Appropriateness applications for modifications to Cultural Resources within the City.
2. In accordance with Title 20, review and provide recommendations to City Council on historic designation applications.
3. Review the Certified Local Government (CLG) Annual Report prior to submission to the State Office of Historic Preservation.
4. Finalize and adopt Accessory Dwelling Unit Standards at Cultural Resources.
5. As part of a Certified Local Government grant, participate in the development of the Women of Riverside Historic Context Statement.
6. Receive presentations from community organizations, City Departments, outside agencies, and private entities regarding historical preservation efforts.

**FISCAL IMPACT:**

There is no fiscal impact related to this report.

Prepared by: Scott Watson, Historic Preservation Officer  
Approved by: Jennifer A. Lilley, Community & Economic Development Director  
Certified as to  
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer  
Approved by: Mike Futrell, City Manager  
Approved as to form: Jack Liu, Interim City Attorney

Attachments:

1. Cultural Heritage Board 2025 Work Plan
2. Presentation