



Community & Economic Development Department  
3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

Planning Division

CULTURAL HERITAGE BOARD MEETING DATE: OCTOBER 18, 2023  
AGENDA ITEM NO.: 5

## DISCUSSION ITEM

<b>Case Numbers</b>	Not Applicable
<b>Request</b>	To select a subcommittee of three to four members to serve on the Accessory Dwelling Unit design guidelines advisory committee.
<b>Project Location</b>	Citywide
<b>Ward</b>	All
<b>Staff Planner</b>	Scott Watson, Historic Preservation Officer 951-826-5507 swatson@riversideca.gov

## RECOMMENDATION

Staff recommends that the Cultural Heritage Board select a subcommittee of three to four members to serve on the Accessory Dwelling Unit design guidelines advisory committee.

## BACKGROUND

In 1995, the California Office of Historic Preservation (OHP) recognized the quality of the City's historic preservation program by designating Riverside as a Certified Local Government (CLG). One of the main benefits of becoming a CLG is that the City is eligible for annual competitive grant awards for projects relating to certain historic preservation criteria. Since being granted CLG status, the City has received approximately \$337,800 in State CLG grants.

On April 28, 2023, the Community & Economic Development Department (CEDD), submitted two applications to OHP during the 2023-2023 CLG grant cycle application period. The applications included a request for \$40,000 to prepare design guidelines for Accessory Dwelling Units (ADU) for historic properties (Exhibit 1) and a request for \$40,000 to resurvey historic districts that have been identified as potentially eligible for designation but have not been formally designated. On July 14, 2022, the City received notice that OHP had accepted the application for the ADU design guidelines and awarded a \$40,000 grant (Exhibit 2).

The grant was accepted by the City Council on the September 5, 2023 consent calendar.

## DISCUSSION

The development of ADU design guidelines will aid property owners and designers in the completion of a ADU at historic properties and will play a vital role in the City staff review of proposed ADUs at historic properties. Guidelines will provide clear direction about how to design and construct a new ADU, garage conversion or a Junior ADU (JADU), in a manner that will be compatible with a historic residence.

The ADU design guidelines project will include:

1. Conducting a minimum of two community meetings for outreach and to identify community members to participate in the development of the guidelines.
2. Meetings with an advisory committee, consisting of a Subcommittee of the Cultural Heritage Board (CHB) and community members, to discuss and develop standards and guidelines to be included.
3. Completion of ADU Design Guidelines for Historic Resources.
4. Presentation of finalized ADU Design Guidelines to CHB for adoption

The awarded \$40,000 in grant funds will be used to hire a consultant to prepare the guidelines, with the assistance of City staff and an advisory committee. The advisory committee will be composed of approximately three to four CHB members and approximately five to seven residents within Historic Districts or Neighborhood Conservation Areas. The consultant will work with City staff and the advisory committee to identify specific development standards that would be used by CEDD Staff in the review of proposed ADUs.

## STRATEGIC PLAN

This project contributes to the Envision Riverside 2025 City Council Strategic Priorities 2 – Community Well-Being (Goal 2.3 - Strengthen neighborhood identities and improve community health and the physical environment through amenities and programs that foster an increased sense of community and enhanced feelings of pride and belonging citywide.) and Strategic Priorities 5 – High Performing Government (Goal 5.2 - Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City; and Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making).

This item aligns with the following Cross-Cutting Threads:

1. Community Trust: The proposed ADU design guidelines project will include community workshops, allowing input from community members throughout the process.

2. Equity: The proposed ADU design guidelines project will develop guidelines that will be applicable to all historic districts.
3. Fiscal Responsibility: The proposed ADU design guidelines project will be grant funded through a CLG grant from the State.
4. Innovation: The proposed ADU design guidelines project will make use of innovative design approaches to achieve compatibility of design within the State mandated framework for ADUs.
5. Sustainability and Resiliency: The proposed ADU design guidelines project will include aid in the development of new ADUs to increase housing stock while maintaining the character of the City's historic properties.

## EXHIBITS LIST

1. CLG Grant Application
2. CLG Grant Award Letter

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Prepared by: Scott Watson, Historic Preservation Officer  
Approved by: Maribeth Tinio, City Planner