



CULTURAL HERITAGE BOARD ROLES AND RULES

Presented by the City Attorney's Office

Cultural Heritage Board

Agenda Item: 4

October 16, 2019

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WHO IS THE CULTURAL HERITAGE BOARD?

1. Created by the City Council (Article VIII of the City Charter)
2. Members:
 - a) Demonstrated interest, competence, knowledge
 - b) At least two members - professionals in architecture, architectural history, history, or related fields
3. RMC sets forth CHB's duties and discretion
 - a) Focused Responsibilities - Cultural Resources
 - b) Excludes items that have no direct, cultural impact



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WHAT DOES THE CHB DO?

- Make recommendations on Cultural Resource Surveys and Historic Designation
- Review COA application
- Accept referrals from the HPO
- Adopt preservation or rehabilitation standards and guidelines
- Review CEQA documents related to cultural resources
- Hear appeals
- When directed by Council, seek means and resources for preservation
- Consult/advise the Council about its duties and functions
- Assume CLG duties as assigned by the Council
- Encourage heritage and cultural resources education
- Encourage public participation



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THE CHB MAY...

1. Recommend zoning and general plan amendments related to cultural resources preservation
2. Conduct an awards program
3. Nominate eligible City-owned cultural resources to the National Register



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RESPONSIBILITIES

1. Staff Responsibility

- a) Provide "Substantial evidence in the record"
- b) Provide trained, professional, qualified assistance
- c) Make Recommendations

2. CHB Responsibility

- a) Exercise its independent judgment based on substantial evidence
- b) Not obligated to agree with staff
- c) BUT must base decisions upon substantial evidence, or explain why there is not substantial evidence



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CHB FINDINGS

- Consistent/compatible with the architectural period and character-defining elements
- Consistent/compatible with adjacent or nearby Cultural Resources and character-defining elements
- Consistent/compatible colors, textures, materials, fenestration, decorative features, details, height, scale, massing and methods of construction with the period or adjacent Cultural Resources
- Proposed change does not adversely affect the context
- Proposed change does not destroy or adversely affect an important architectural, historical, cultural or archaeological resource
- Project is consistent with the Citywide Residential Historic District and/or any other applicable Design Guidelines
- Project is consistent with the principles of the Secretary of the Interior's Standards



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BOARD RULES

1. Officers roles
 - a) Chair – Apply rules, speaker time limits, and recognizing Members in the proper order to speak
 - b) Vice-Chair – preside in absence of the Chair
2. Members roles
 - a) Attend meetings and provide input and recommendations related to Title 20
 - b) Address City Council for items under Board purview when specifically requested to represent the Board
 - c) As a Board, request staff to undertake tasks



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HEARING FORMAT

1. Identify the item
2. Staff presentation
3. Applicant or representative presentation/address (max 15 min)
4. Public Comment (max 3 min per speaker)
5. Applicant/representative allowed a rebuttal (max 5 min)
6. Questions of staff or applicant at Chair's discretion
7. Close or continue public comment period
8. Board discussion & directed question through the Chair
9. Take action
10. Announce the right of appeal



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QUESTIONS?



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