



Land Use Committee Memorandum

City of Arts & Innovation

TO: LAND USE COMMITTEE **DATE: APRIL 13, 2026**
FROM: COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT **WARDS: ALL**
SUBJECT: APPROVE PROPOSED 2026 WORKPLAN FOR THE CULTURAL HERITAGE BOARD

ISSUE:

Approve the proposed 2026 Workplan for the Cultural Heritage Board.

RECOMMENDATION:

That the Land Use Committee approve the proposed 2026 Workplan for the Cultural Heritage Board.

LEGISLATIVE HISTORY:

Title 20 of the 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, 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 2026 and conclude in February 2027.

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

On March 10, 2025, the Land Use Committee reviewed and approved the Cultural Heritage Board's 2025 workplan. The chart below lists those workplan tasks with the corresponding completed tasks:

Cultural Heritage Board Work Plan Tasks	Status
In accordance with Title 20, review of Certificate of Appropriateness (COA) applications for modifications to Cultural Resources within the City	<p>ONGOING</p> <ul style="list-style-type: none"> • Board COAs: 2
In accordance with Title 20, review and provide recommendation to City Council on historic designation (HD) applications.	<p>ONGOING</p> <ul style="list-style-type: none"> • HDs: 3, 1 modification, and 1 National Register Nomination
Review of annual Certified Local Government (CLG) annual report prior to the submission to the State Office of Historic Preservation.	<p>COMPLETE</p> <ul style="list-style-type: none"> • CHB Reviewed - 2/19/25 • Submitted to State – 3/24/25
As part of a Certified Local Government grant, participate in the development of Design Guidelines for Accessory Dwelling Unit at Cultural Resources	<p>COMPLETE</p> <ul style="list-style-type: none"> • Submitted to State – 1/24/25 • CHB Adoption - 2/19/25
As part of a Certified Local Government grant, participate in the development of the Women of Riverside Historic Context Statement	<p>ONGOING</p> <ul style="list-style-type: none"> • 1st Community Meeting – 9/9/2025 • 1st Draft Received – 12/16/2025 • 2nd Community Meeting – 2/19/2026 <ul style="list-style-type: none"> • Completion – April 2026
Receive presentations from community organizations, City Departments, outside agencies, and private entities regarding historic preservation efforts	<p>ONGOING</p> <ul style="list-style-type: none"> • 2050 GP/CAAP update – 12/17/2025 • Fairmount Park Master Plan update – 1/21/2026

DISCUSSION:

At its January 21, 2026 meeting, the Cultural Heritage Board reviewed its 2026 Workplan. The workplan 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 recommendation to City Council on historic designation applications.
3. Review of annual Certified Local Government (CLG) annual report prior to the submission to the State Office of Historic Preservation.
4. As part of a Certified Local Government grant, participate in the development of the Women of Riverside Historic Context Statement.
5. Participate in and assist with the 2026 California Preservation Conference being hosted in Riverside.
6. Receive presentations from community organizations, City Departments, outside agencies, and private entities regarding historic preservation efforts.

FISCAL IMPACT:

There is no fiscal impact related to this report.

Prepared by: Scott Watson, Historic Preservation Officer
Approved by: Miranda Evans, Acting Community & Economic Development Director
Certified as to availability of funds: Julie Nemes, Interim Finance Director
Approved by: Mike Futrell, City Manager
Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:
1. Cultural Heritage Board 2026 Work Plan
2. Presentation