



City of Palm Springs

Department of Planning Services

Memorandum

Date: March 5, 2024
To: Historic Site Preservation Board (HSPB)
From: Sarah Yoon, Historic Preservation Officer (HPO) / Associate Planner
Subject: **2024 HSPB Work Plan**

BACKGROUND

On December 5, 2023, HSPB agreed to focus their efforts on the following two objectives: 1.) Develop process and criteria for City-initiated designation projects, and 2.) Research and identification of maintenance related issues for historic properties.

Training on preservation related topics will be scheduled throughout the year to help better inform the board and the community on tools and criteria related to the City's Historic Preservation Program.

The following are the goals, outcomes, and deliverables for each topic. Sub-committees consisting of the HSPB board members need to be created to achieve each goal.

Nomination Process for City-Initiated Projects

Goal: Develop criteria and a clear process for HPSB members to nominate eligible projects for city-initiated designation projects.

Outcome: The local inventory of historic places will include under-represented topics of historic interest that align with the City's context statement.

Deliverables: Analysis of existing inventory, community outreach efforts, and a finalized process and a list of criteria for the board to use when nominating city-initiated projects.

Maintenance of Historic Properties

Goal: Start the information gathering process of resources and case-studies regarding maintenance and deferred maintenance.

Outcome: Identification of on-going issues related to the maintenance of historic properties and have a collection of guidelines/standards to inform the next step for formulating appropriate solutions.

Deliverables: Compile case-studies, guidelines and standards related to the topic of maintenance of historic properties, and a list of current issues in the community.

Training Opportunities and Topics

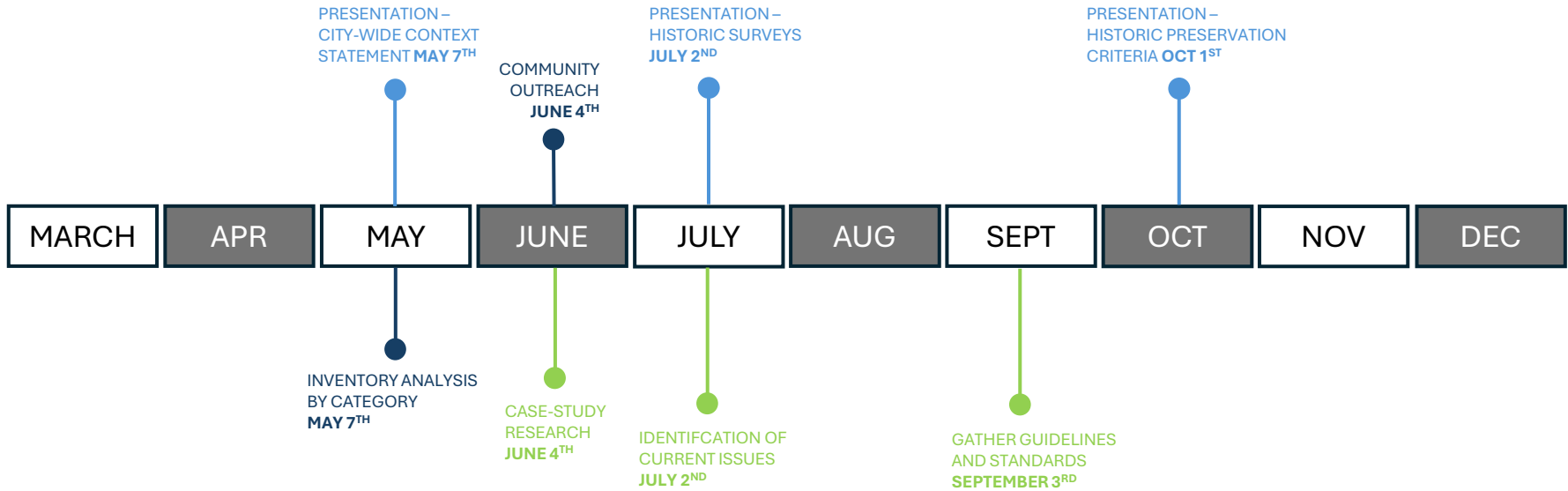
Goal: Provide the history and objectives about how certain tools like the City-Wide Context Statements were created and intended for use.

Outcome: A better understanding of the tools and resources available for assessing historical significance for the board members, consultants, homeowners and the general public.

Dates: Suggested dates are listed in the attached schedule but are subject to change based on the availability of the presenter and the HSPB agenda.

HSPB Work Plan Schedule - 2024

(Content including dates are subject to change based on the discussion by HSPB on March 5, 2024)



Nomination Process for City-Initiated Project

- Existing Inventory Analysis by category
- Community outreach to understand under-represented resources
- City-initiated projects through the Class 3/4 review process by HSPB



Deliverables: Analysis report, outreach report, project list of stayed cases. Create process/criteria for nomination process and identify projects

Sub-committee:

Maintenance of Historic Properties

- Case-study research of other city ordinances on historic maintenance
- Information gathering of maintenance related guidelines and standards
- Identify ongoing issues in the community

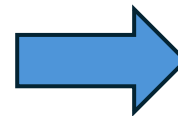


Deliverables: Identify on-going issues, compile case-studies of other cities, gather guidelines and standards

Sub-committee:

Training Opportunities

- Three (3) presentations on the following topics: Historic Surveys, City-wide context statement, Analysis of Historic Preservation Criteria.



Deliverables: Recorded presentations

Sub-committee: