STAFF REPORT

DATE: March 12, 2014

TO: Historic Landmarks Board

FROM: Jeremy Graves, Community Development Director JG

SUBJECT: Prioritized Project List - FY 2014-15

Background

In the past six years the City Council has approved "Prioritized Project Lists" which prioritized staff work on over 50 projects during the respective fiscal years. The Prioritized Project List approved by the Council in May 2013 for FY 2013-14 is provided as **Exhibit A**. The projects listed above "The Line" receive first priority for staff work.

Suggestions for Upcoming Prioritized Project List and Budget

As part of the upcoming budget discussions, City staff is seeking suggestions from commissions, boards, City volunteers, and the public on projects which should be placed on the FY 2014-15 Prioritized Project List.

In order to facilitate the Historic Landmarks Board's identification and ranking of candidate projects, staff has prepared a preliminary list of candidate projects for the Board's consideration (see **Exhibit B**). The list includes projects on the current Prioritized Project List for which the Community Development Department is partially or fully responsible and staff suggestions. The projects suggested by the HLB last year are provided in **Exhibit C**.

In order to qualify as a Prioritized Project List item, the project must:

- Require at least 40 hours of staff time;
- Be one time in nature;
- Not reflect routine provisions of City services;
- Be a mandate imposed by state or federal government, or other funding agencies; or
- Be a major capital improvement.

Steps

- March 12, 2014 HLB meeting – Board receives preliminary list of candidate projects.
- March 18, 2014 – Deadline for Board members to suggest additional projects which should be added to the preliminary list of candidate projects. Suggestions should be emailed to staff.
- March 26, 2014 HLB meeting – Board reviews master list of candidate projects.
- March 27, 2014 –Staff emails a ranking table to the Board members.
- April 7, 2014 – Deadline for Board members to return the completed ranked table to staff.
- April 16, 2014 HLB meeting – Board reviews tabulated rankings, makes any adjustments, and endorses rankings.

Request

Please provide your written suggestions for any additional projects which should be placed on the preliminary list of candidate projects. These written suggestions should be forwarded to staff by March 18th in order to ensure they are included on the master list of projects to be ranked by the Board.

Exhibits: A Prioritized Project List FY 2013-14
B Candidate Projects for FY 2014-15 – Preliminary
C HLB Priorities, memorandum dated 4/15/2013

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PRIORITY LIST 2013-14
COUNCIL RANKED - HIGHEST TO LOWEST

1	EPA Order – On going
2	Financial Planning includes 5 year plan and strategies to stabilize revenues
3	Bicycle congestion mitigation and safety plan (Council added)
4	Playground Park Improvement Plan – Cazneau, Cloud View, Langendorf, Robin Sweeny
5	Dunphy Park Improvement plan, including shoreline, trees, ADA, and parking
6	*Study* Asset inventory and replacement costs for city infrastructure
7	ADA plan – Phase II implementation - In progress
8	Downtown Historic Overlay Zoning District National Register Nomination *(in progress)* / Mills Act: State Legislation that grants local government the ability to participate in an historic preservation and economic incentive program
9	Historic Preservation Regulations – On target
10	Citywide Historic Context Statement
11	Marinship Specific Plan – Review and Update
12	Private Sewer Lateral Program
13	Downtown Transit master plan & capital improvements
14	Local Economic Development - study attracting & retaining businesses compatible with maritime and arts businesses
15	Noteworthy Structures – survey and document the existing buildings listed in the City's Noteworthy Structure list to determine if the building s are eligible for the Local Historic Register (new)
16	Downtown / Caledonia Street Beautification Project
17	Cass Marina Rehab Improvement Plan – Community partnership
18	Disaster preparedness Program and Disaster Awareness Day
19	Disaster evacuation routes (maps),facilitating a Community Disaster Preparedness Drill
20	Machine Shop Restoration and Preservation - In progress
21	Steps / stairways (Council added)
22	Marinship Historic District and Historic Register Nomination – On going
23	Heath Way, street, sewer and flooding improvements
24	South City Limits to Ferry Landing Pedestrian and Bike Improvements
25	Ice House Plaza (community added)
26	Friends of a park program – Funding for maintenance and park enhancement
27	Central Waterfront Master Plan
28	MLK Property Long term Operation Plan – to address maintenance, rehabilitation and leases
29	"Age" friendly initiative (community added)
30	Adopt Building Code Update (including green building regs) - In progress
31	Underwater streets - develop policy and implement legislation
32	Tree preservation and replacement plan (Council added)
	LINE SET BY CITY COUNCIL ON MAY 21, 2013
33	City Hall Rehabilitation and Space Utilization Plan, including energy efficiencies, office space, public meeting space, ADA compliance and circulation plan
34	Trees and Views – Update the regulations and enforcement
35	State Density Bonus Provisions - Amendment of the Zoning Ordinance to comply with State Density Bonus law requirements(Housing Element Implementation) (new)
36	Downtown Parking Plan Phase II includes evaluating parking meter technology, and pay for display enhancement
37	Single Use Carry-Out Bag Ordinance – Eliminating (new)
38	Vegetation Management, Defensible Space Policy
39	Shoreline restoration, protection and habitat creation program
40	Steps up Marin - rename to recognize Amy Belser (Council added)
41	Zoning Ord. Amend.: Omnibus Muni Code Amendments – Policy amendments - In progress
42	Zoning Ord. Amend.: Definition of "Formula Retail" should be clarified
43	Zoning Ord. Amend.: Standards for Single Family Residences in Multi-Family Zoning Districts - In progress
44	Dinghy dock – Turney Street (Council added)
45	*Prepare* Climate Action Plan per Assembly Bill AB 32
46	Mixed Use Zoning Requirements in Commercial Districts - Amendment of the Zoning Ordinance to add the Horizontal Mixed Use and Vertical Mixed Use (Housing Element Implementation) (new)
47	Revise the protected/undesirable trees list
48	Free three-hour parking for all of 94965 (Council added)
49	Urban Wild Land Prevention program
50	Shower facilities for the waterfront (Council added)
51	Economic Development Study - Implement the recommendations of the Community and Economic Development Study and the subsequent Strategic Asset Planning Report
52	Mooring Field – working with the RBRA evaluate the existing mooring field and explore opportunities to improve existing regulations
53	Community Garden – explore locations, program and operator
54	Construction and Demolition Waste Recycling Ordinance
55	Right-of-way (easements/encroachments) – Develop Policy for purchase or use
56	Muni Code Amend: Lower the threshold for requiring undergrounding of overhead utilities
56	Fire House #2 – Develop council policy for use/disposition of City property (new)
58	Leaf Blower Ordinance

EXHIBIT A

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Candidate Projects for FY 2014-15 – Preliminary

Prepared March 7, 2014

Project
FY 13-14 Prioritized Project List Projects Involving CD Department
A. Downtown Historic District National Register Nomination / Mills Act (State legislation that grants local governments the ability to financially participate in historic preservation and economic incentives. *[In progress]*
B. Historic Preservation Regulations *[In progress]*
C. Citywide Neighborhood Historical Study *[In progress]*
D. Marinship Specific Plan – review and update *[In progress]*
E. Noteworthy Historic Structures – survey and document the existing buildings listed on the City's Noteworthy Structure List to determine if the buildings are eligible for the Local Historic Register
F. Machine Shop Restoration and Preservation *[In progress]*
G. Marinship Historic District and Historic Register Nomination *[In progress]*
H. Central Waterfront Master Plan
I. Adopt Building Code Update (including green building regulations *[In Progress]*
J. Trees and Views – Update the regulations and enforcement
K. State Density Bonus Regulations – Amendment of Zoning Ordinance to comply with the State Density Bonus law requirements (Housing Element Implementation) *[In Progress]*
L. Zoning Ord. Amendment: Omnibus Muni Code Amendments – Policy amendments *[In Progress]*
M. Zoning Ord. Amendment: Clarify definition of "Formula Retail"
N. Zoning Ord. Amend: Stds for Single Family Residences in Multi-Family Districts *[In Progress]*
O. Zoning Ord. Amend: Stds for Mixed Uses in Commercial Districts – Add Horizontal and Vertical Mixed Use (Housing Element Implementation) *[In Progress]*
Other Candidate Projects
P. Update Housing Element (due by January 2015 to maintain eligibility for streamlining provisions) *[In Progress]*
Q. Expand Code Enforcement Program (at present time this is budgeted as a half-time position)
R. Prepare Climate Action Plan per Assembly Bill AB32
S. Ensure downtown commercial buildings are properly maintained (e.g., inspections by Building Div and Fire District; and code enforcement actions pursuant to nuisance regulations of SMC Chapter 12.20.
T. Zoning Ordinance amendments – heightened design review (ref: SMC 10.54.050.E) and incentives to build with green and sustainable technology
U. Amend Muni Code – Establish parking regulations for commercial vehicles on public streets
V. General Plan – Review and Update (multi-year project)
W. Update Subdivision Regulations (Staff)

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EXHIBIT B

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MEMORANDUM
CITY OF SAUSALITO

TO: Jeremy Graves, CDD

CC: Historic Landmarks Board

FROM: Heidi Scoble, Associate Planner

DATE: April 17, 2013

SUBJECT: Historic Landmarks Board Priorities List

On March 13, 2013 and April 3, 2013, the Historic Landmarks Board (HLB) reviewed their priorities list for the 2013-2014 fiscal year. The following provides a list of the HLB's priority description (the below list is not in any ranked order):

1. **Downtown Historic Overlay Zoning District National Register Nomination**
   On June 8, 1981, the United States Department of the Interior determined the Downtown Historic Overlay Zoning District is eligible to become a National Register District. The HLB would like to pursue the submittal of an application for the establishment of a National Register District. This priority will also require updating the historical surveys for all of the properties located within the Downtown Historic Overlay Zoning District in order to verify eligibility.

   The anticipated cost to complete this priority is approximately $60,000 and entails hiring a consultant to survey the properties within the Downtown Historic Overlay Zoning District, conduct necessary public workshops to inform property owners and interested citizens, prepare the application, and attend any public hearings regarding the National Register Nomination process.

2. **Noteworthy Structures**
   A list of approximately 70 properties have been identified by the City as possibly being historically "Noteworthy" and may be eligible for listing in the Local Historic Register. As a priority, the HLB is suggesting surveying the buildings identified on the Noteworthy Structures list to determine eligibility for listing. Based on the results of the survey, staff would then take the qualifying properties through the Local Historic Register public hearing nomination process for listing of the properties in the Local Historic Register.

   The anticipated cost to complete this priority is $25,000, which entails hiring a consultant to conduct a public workshop for affected property owners, in addition to surveying and documenting the Noteworthy structures. Staff would be responsible for taking the qualifying properties through the public hearing process.

EXHIBIT C
(2 PAGES)

3. **Inventory and Preservation Program for the City's Paths and Stairs**
Sausalito's public paths and stairs have contributed to the City's unique character. Throughout time, the paths and stairs have been slowly degrading and/or public access and use has been impeded. Specifically, many of the public paths and stairs are in a state of disrepair, are hidden by overgrown vegetation, and/or adjacent private property owners have landscaped over the public paths and/or stairs. As such, as a priority, the HLB believes it is important to survey and document the public paths and stairs and determine if any of the paths or stairs are eligible for listing in the Local, State, and/or National Registers.

The anticipated cost to complete this priority is $20,000 and entails hiring a consultant to survey and document all of the public paths and stairs, as well as identifying and prioritizing those paths and stairs which are in need of repair.

4. **Mills Act**
Enacted by the State of California in 1976, the Mills Act is state-sponsored legislation that grants local governments the ability to directly participate in an historic preservation and economic incentive program. The Mills Act Historical Property Contract program allows qualified owners to receive property tax reduction and use that savings to offset the costs to rehabilitate, restore and maintain their historic properties.

The anticipated cost to complete this priority is approximately $15,000 and entails hiring a consultant to prepare the necessary framework to implement the Mills Act, which includes coordination with the County.

For more information on the Mills Act, visit the California Office of Historic Preservation's website link at http://ohp.parks.ca.gov/?page_id=21412.

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