

Proposed 5-Year Plan

AREA 1: IDENTIFICATION / DESIGNATION

- Month 1-6: Historic Properties Inventory - Done**
Develop an up-to-date list of historic properties (registry) in Pomona that is readily available to the public, which shall include the list of City landmarks and contributing structures in historic districts.
- Year 1: Citywide Historic Context - Done**
A Citywide Historic Context Statement will provide a foundation for future historic contexts and surveys and will inform future surveys (what, where) and will allow the City to focus future surveys. Will be pursued through CLG Grant funding.
- Year 2: Establish On-going survey program including new surveys/survey updates (set-up priorities, logistics, etc.) - Done**
Establishment of an on-going survey program will allow the city to conduct surveys using staff or consultants and leverage grant money to complete surveys. The program will identify priorities, areas of interest, time and cost estimates, and other constraints in order to advance additional historic contexts and surveys. This will include identifying new areas for surveying and re-surveying on existing Districts.
- Year 3–5: Area or Subject Specific Historic Contexts/Surveys – In Progress**
Conduct 1-2 historic contexts and/or surveys based on priorities identified in survey program and subject to available funding.

AREA 2: ORDINANCE / POLICIES

- Month 1-2: Work with Commission to Finalize Protection of Structures 50 Years and Older Ordinance - Done**
Identifying a tiered system of review to identify possible historic significance.
- Month 1-2: Solar Panels Policy - Done**
Create a policy and procedures regarding the installation of solar panels on historic structures.
- Year 1: Architectural Salvage Policy**
Create a policy and procedures regarding the process of architectural salvage.
- Year 2: Review of the City’s Mills Act Program– Ongoing Yearly**
Establish more elaborate approved projects list, establish a monitoring program and explore establishing a cap on the number of projects approved each year.
- Year 2: Changes to the Historic Preservation Ordinance – Ongoing**
As we update the design guidelines, there may be inconsistencies to address. Also, there are several clean-up changes that need to be made such as areas of the code that should be brought over to the Historic Preservation Ordinance and tweaks to the Landmark process.

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- Year 3:** **Earthquake Retrofit Program for Historic Structures**
Development standards or regulatory requirements or incentives to protect historic structures from damage caused by earthquakes.

AREA 3: PROJECT REVIEW

- Month 1-2:** **Standardized Project Conditions - Done**
Providing standard conditions of approval for all Certificates of Appropriateness will allow staff and the Commission to focus on a project's important issues, know the other aspects of a project are already taken care of.
- Month 2-3:** **Update Staff Reports/Presentations - Done**
Updating staff reports and presentations will allow the Commission to focus on the critical issues on a project.
- Month 3-4:** **Review/Update of Application Forms - Done**
Reviewing and potentially updating application forms and checklists will provide more information to staff at time of submittal giving staff necessary information needed to process an application while saving the applicant time.
- Year 1:** **Update Tree Preservation Process - Done**
Work with City Arborist to establish objective methodology policy for review of tree mitigation in compliance with the Historic Tree Preservation Resolution.

AREA 4: EDUCATION AND OUTREACH

- Year 1:** **Update Website – On-going**
Updating the historic preservation section of the web site will allow the city to provide much more information to the public.
- Year 1:** **Create Social Media Presence**
Create social media accounts and develop strategy for what type of information is presented.
- Year 1-2:** **Prepare Handouts / Other Public Materials - Done**
Creating handouts, brochures, and other materials will assist staff and the Commission with preservation education and outreach.
- Year 2:** **Annual CLG Training Program – On-going**
Staff will develop a training program that will allow the Commission and staff to meet CLG requirements.

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Year 3-5: Annual Historic Preservation Retreat / Summit (with Ontario)

Staff will be working with the other major historic preservation program in the area (the City of Ontario) to create an annual gathering of our Commissions, staff, and eventually other interested parties to promote preservation, provide training, etc.

AREA 5: ARCHITECTURE AND DESIGN

Year 1-2: ADU Standardized Plans

Create pre-approved plans for ADUs that city residents may use to construct their ADUs. One option for the plans would apply to historic properties and would meet both the Secretary of the Interior's Standards and City requirements, streamlining the process for ADU's.

Year 1-2: Historic Preservation Design Guidelines – In Progress

Creating new design guidelines will provide staff and the public clear and concise guidance for all types of historic preservation projects.