

Certified Local Government Program -- 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to Shannon.Pries@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

County of Monterey. The County's Housing and Community Development Department administers our historic preservation program. Our local historic preservation commission is referred to as the Historic Resources Review Board (HRRB).

Report Prepared by: **Philip Angelo, Senior Planner**

Date of commission/board review: **December 4, 2025**

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals. **REMINDER:** Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status. **Updating our certified ordinance is task 22-03 on our Long-Range Work Program.**
2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code. **The certified local ordinance is found within multiple sections of the Monterey County Code: Chapter 2.56 – Historic**

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[Resources Review Board, Chapter 18.25 – Preservation of Historic Resources, Chapter 21.64.270 – Preservation of Historic Resources, and Chapter 21.54 – Regulations for Historic Resource Zoning or “HR” Districts. All are available at the following link: MONTEREY COUNTY - CODE | Code of Ordinances | Monterey County, CA | Municode Library](#)

B. New Local Landmark Designations (Comprehensive list of properties/districts designated under local ordinance, HPOZ, etc.)

1. During the reporting period, October 1, 2024 – September 30, 2025, what properties/districts have been locally designated?

One property was individually listed on the County’s local register, the McDonald House (PLN240186).

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
McDonald House / 55 Encina Drive, Carmel Valley, CA 93924 (Assessor’s Parcel Number 187-041-042-000)	December 3, 2024	N/A	Type here.

REMINDER: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors?

None.

Property Name/Address	Date Removed	Reason
N/A		

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C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? No
 Yes, in a separate historic preservation element. Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan. **The 2010 General Plan Public Services Element applies in inland areas of County, the 1982 General Plan Public Services Element applies in the Coastal Zone areas of the County, and many of the County's Area Plans (apply in the inland area) and Land Use Plans (apply in the coastal zone) also contain supplemental policies which address historical resources. All are available at the following link: [Land Use Regulations | County of Monterey, CA](#)**

2. Have you made any updates to your historic preservation plan or historic preservation element in your community's general plan? Yes No If you have, provide an electronic link. Type here.

3. When will your next General Plan update occur? **The County is currently in the process of updating the Housing, Safety, and Environmental Justice Elements of our General Plan. The Big Sur Land Use Plan and Moss Landing Community Plan, which provides much of the planning framework and policy direction for those areas are also in the process of being updated. Timing of a comprehensive update is unknown.**

D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

All projects subject to design review go the commission.

Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? **Minor alterations, including some roof replacement projects, foundation work, and rear lot line fence replacement or repair within the Spreckels Historic District are reviewed at the staff level and not required to be referred to the HRRB, consistent with the adopted Spreckles Design Guidelines. Projects where a phase I historical assessment has been prepared but that assessment determines that the property would not qualify for listing under the**

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national, state, or local historic registers due to a lack of historic significance are also not referred to the HRRB.

2. California Environmental Quality Act

- What is the role of the staff and commission in *providing input* to CEQA documents prepared for or by the local government? **County staff prepare CEQA documents but the HRRB are typically not involved in the document preparation process. Sometimes projects which require preparation of a CEQA document are referred early to the HRRB for input on appropriate mitigation measures.**

What is the role of the staff and commission in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government? **County Staff and the HRRB review CEQA documents that are either prepared for County projects, or prepared for projects within the County jurisdiction where the County is acting as a responsible agency. As an advisory body, the considers the CEQA documents and makes recommendations to the decision maker (e.g. Planning Commission, Board of Supervisors) on historic resource impacts, mitigation measures, and the appropriate CEQA determination.**

3. Section 106 of the National Historic Preservation Act

- What is the role of the staff and commission in *providing input* to Section 106 documents prepared for or by; the local government? **Staff provides input on Section 106 documents. The HRRB provides input on large Section 106 projects. Typically review is limited to Section 106 documents referred to the County by outside agencies, as County projects which would be considered federal undertakings are rare.**
- What is the role of the staff and commission in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government? **Staff reviews Section 106 documents and the and the HRRB reviews documents involving large projects.**

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

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Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Salvador Muñoz	Architect	02/2000	12/31/2026	munfris@hotmail.com
Kellie Morgantini	Attorney/Planner	09/2010	12/31/2026	kellie@lassmc.net
Judy MacClelland	Planner	08/2008	12/31/2026	Judymacc39@gmail.com
Sheila Lee Prader	Genealogist/Historian	02/2010	12/31/2027	ccoastresearch@gmail.com
John Scourkes	Architect	03/1995	12/31/2027	john@scourkesarchitecture.com
Belinda Taluban	Engineer	09/2016	12/31/2026	taluban@sbcglobal.net
Michael E. Bilich	Business Valuator/Winemaker	12/2019	12/31/2025	m.bilich909@gmail.com

Attach resumes and Statement of Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications not been met and how professional expertise is otherwise being provided. **N/A**
2. If all positions are not currently filled, why is there a vacancy, and when will the position will be filled? **No vacancy.**

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No If not, who serves as staff?
2. If the position(s) is not currently filled, why is there a vacancy? **No vacancy.**

Name/Title	Discipline	Dept. Affiliation	Email Address
JordanEvans-Polockow, Assistant Planner or TBD based on new assignments	Planning	Housing and Community Development	evans-polockowj@countyofmonterey.gov

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Name/Title	Discipline	Dept. Affiliation	Email Address
Armida R. Estrada, Secretary	Administration	Housing and Community Development	Estradaar@countyofmonterey.gov

Attach resumes and Statement of Qualifications forms for staff.

C. Attendance Record

Please complete attendance chart for each commissioner and staff member. Commissions are required to meet four times a year, at a minimum. If you haven't met at least four times, explain why not.

The HRRB meetings for the months of November 2024, December 2024, February 2025, May 2025, and August 2025 were cancelled.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Salvador Muñoz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kellie Morgantini	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Judy MacClelland	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sheila Lee Prader	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Scourkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Belinda Taluban	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Michael E. Bilich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement is that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date

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Belinda Taluban	CEQA Fundamentals for Projects Affecting Historic Resources, Part 1	2.5 hours	California Preservation Foundation	March 13, 2025
Belinda Taluban	My Path to Preservation: Insights from a Structural Engineer	1.0 hour	California Preservation Foundation	March 18, 2025
Belinda Taluban	CEQA Fundamentals for Projects Affecting Historic Resources, Part 2	2.5 hours	California Preservation Foundation	March 27, 2025
Belinda Taluban	House Museum - Project Chimney Webinar	1.5 hours	Western Chapter Association for Preservation Technology	August 14, 2025
Michael Bilich	Like No Other Place	1.0 hour	Webinar	December 3, 2024
Michael Bilich	Boomtowns, Ghost Towns, and the Silver Screen	1.0 hour	Webinar	December 10, 2024
Michael Bilich	Healing Waters, Hidden Histories	1.0 hour	Webinar	February 15, 2025
Michael Bilich	How Shopping Shaped Our Cities	1.0 hour	Webinar	March 13, 2025
Michael Bilich	UCLA History Geography Project	1.0 hour	Webinar	April 8, 2025
Michael Bilich	Preventive Conservation of Public Art	1.0 hour	Webinar	June 17, 2025
Michael Bilich	Learning California History Through Landmarks	1.0 hour	Webinar	July 31, 2025
Michael Bilich	The Palm Springs School Desert Modernism	1.0 hour	Webinar	August 12, 2025
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.
Type here.	Type here.	Type here.	Type here.	Type here.

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III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by OHP)

NOTE: California CLG procedures require CLGs to submit survey results, including historic contexts, to OHP. If you have not done so, submit a copy (PDF or link if available online) with this report.

Context Name	Description	How it is Being Used	Date Submitted to OHP
None.			

B. New Surveys or Survey Updates (excluding those funded by OHP)

NOTE: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP
None.	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? Type here.

C. Corrections or changes to Historic Property Inventory

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Property Name/Address	Additions/Deletions to Inventory	Status Code Change From To	Reason	Date of Change
McDonald House / 55 Encina Drive, Carmel Valley, CA 93924	Addition.	Added to Monterey County Register of Historic Resources.	Request by property owner.	December 3, 2024.

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? How were the commissioners and staff involved? Please provide copy of (or an electronic link) to all publications or other products not previously provided to OHP.

Item or Event	Description	Date
None.	Type here.	Type here.

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

NOTE: OHP will forward this information to NPS on your behalf. Please read “Guidance for completing the Annual Products Report for CLGs” located at http://www.nps.gov/clg/2015CLG_GPRA/FY2013_BaselineQuestionnaireGuidance-May2015.docx.

A. CLG Inventory Program

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During the reporting period (October 1, 2024 – September 30, 2025) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Local register designation.	One.

B. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? Yes No

2. If the answer is yes, then how many properties have been added to your register or designated from October 1, 2024 – September 30, 2025? One.

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a Local Tax Incentives Program, such as the Mills Act? Yes No

2. If the answer is yes, how many properties have been added to this program from October 1, 2024 to September 30, 2025?

Name of Program	Number of Properties Added During 2024-2025	Total Number of Properties Benefiting From Program
Mills Act Program (Monterey County)	Two: McDonald House, 55 Encina Drive, Carmel Valley,	Seventeen.

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Code Chapter 18.28)	(Assessor’s Parcel Number 187-041-042-000), PLN240186; and June Haas House, 62 Yankee Point Drive, Carmel, (Assessor’s Parcel Number 243-152-005-000), PLN240184.	
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D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No

2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2024 – September 30, 2025? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? Yes No

2. If the answer is yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) from October 1, 2024 to September 30, 2025?

Six:

- **October 3, 2024: June Haas House, 62 Yankee Point Drive, Carmel (PLN210268)**
- **October 17, 2024: Porter Vallejo Mansion, 29 Bishop Street, Pajaro (REF240031)**
- **January 9, 2025: Donald Teague House, 3360 5th Avenue, Carmel (PLN240293)**

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- **March 6, 2025: Fan Shell House, 3137 17-Mile Drive, Pebble Beach (DA240266)**
- **June 5, 2025:**
 - **Donald Teague House (continued from January)**
 - **20 First Street, Spreckles (DA240329)**
- **July 10, 2025: McDonald House, 55 Encina Drive, Carmel Valley (PLN250090)**
- **September 4, 2025: Hatton Dairy Barn, 6540 Carmel Valley Road, Carmel Valley (DA250201)**

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2024 to September 30, 2025? Type here.

Name of Program	Number of Properties that have Benefited
Type here.	Type here.

IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN A SUMMARY OF LOCAL PRESERVATION PROGRAMS

- A. What are your most critical preservation planning issues?
 - 1) **Preservation of 20th Century Historic Resources;**
 - 2) **Lack of context statements for each planning area to assist in the evaluation of resources;**
 - 3) **Ensuring all projects that potentially impact historic resources are referred to the HRRB for review and recommendation;**
 - 4) **Loss/damage of historic resources due to demolitions, vandalism and insensitive remodels; and**

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5) Contentious preservation projects.

- B. What is the single accomplishment of your local government this year that has done the most to further preservation in your community?
Added two properties to the Mills Act Program, ensuring future preservation of these historic structures is required and more economically feasible for the property owners.

- C. What recognition are you providing for successful preservation projects or programs? **None.**

- D. How did you meet or not meet the goals identified in your annual report for last year?

Last year, the County had four goals:

- 1) HRRB to provide additional staff training for projects being referred to HRRB;**
- 2) For the HRRB to work with County staff in an effort to update the Local Historic Preservation Ordinance;**
- 3) Update information the County has available on historic resources, including more easily accessible lists of resources for staff and the public, and administrative procedures for staff; and**
- 4) Work with realtors and the public to provide information on historic resources.**

In response to these:

- 1) For the first goal, a training was conducted with the permit center staff on May 28, 2025. Future trainings are still being planned.**
- 2) The HRRB and County staff did not work on the historic preservation ordinance during the reporting period.**
- 3) The historic register on the County website was updated with all local historic register listings that went to the Board of Supervisors from 2020 through 2025. This was slightly after the reporting period (in October, 2025), but the County also published an explanation packet with a checklist and information on our Mills Act application process.**
- 4) [Ask HRRB for input on this goal during hearing]**

- E. What are your local historic preservation goals for 2024-2025?

- 1) HRRB to provide additional staff training for projects being referred to HRRB; and**
- 2) Work with realtors and the public to provide information on historic resources.**

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[Ask HRRB for input on additional goals for this next year]

F. So that we may better serve you in the future, are there specific areas and/or issues with which you could use technical assistance from OHP?

Targeted training on loss or damage of historic resources through unpermitted demolition and demolition by neglect.

G. In what subject areas would you like to see training provided by the OHP? How you like would to see the training delivered (workshops, online, technical assistance bulletins, etc.)?

Training Needed or Desired	Desired Delivery Format
Design Review Interpretation of the Secretary of Interior Standards Cultural Landscapes, Rural and Designed Coordination with CALBO Discussion of Historic Building Code Training on loss or damage of historic resources through unpermitted demolition and demolition by neglect	Workshop, webinar, technical assistance bulletin

H. Would you be willing to host a training working workshop in cooperation with OHP? Yes No

G. Is there anything else you would like to share with OHP?

The CLG coordinator contact information for the County of Monterey should be updated. The contact is correct (Craig Spencer), but his title should be updated to Director, the department should be updated to Housing and Community Development, and email to spencerc@countyofmonterey.gov.

XII Attachments

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Drafts of proposed changes to the ordinance

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Drafts of proposed changes to the General Plan

Public outreach publications

Email to Shannon.Pries@parks.ca.gov