

**NAME:** HISTORIC SITE BOARD, COUNTY OF SAN DIEGO

**LEGAL AUTHORITY:** County Administrative Code, Section 396.5, Re-established by Ordinance 9139 (NS), 3/22/2000 (12)

**MEMBERS**

**APPOINTED BY:** Board of Supervisors

**MEMBERSHIP  
COMPOSITION:**

The Historic Site Board consists of seven members, as follows:

1. Five members shall be nominated from among professionals in any of the following disciplines, as required to meet the Certified Local Government criteria of the State Office of Historic Preservation:
  - History
  - Architecture
  - Architectural history
  - Prehistoric and historic Archaeology
  - Cultural anthropology
  - Curation
  - Conservation
  - Landscape architecture, or
  - Related disciplines
2. Each member of the Board of Supervisors may nominate one of the five professional members for appointment to the Historic Site Board.
3. Two members shall be chosen from a list of at least five interested individuals compiled by the Director of Planning & Development Services.

**TERMS:**

Each of the five members representing professions designated above shall serve a term that runs concurrently with the term of the nominating member of the Board of Supervisors.

The term shall expire on the date of expiration of the term of the nominating member of the Board of Supervisors, or at such time as said Supervisor ceases to hold office, whichever occurs first.

The remaining two members shall serve a term of four years.

Any member whose term has expired shall continue to serve as a member until a successor has been appointed and qualified.

The reelection of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any member of the Historic Site Board.

**DUTIES:**

The Historic Site Board shall have the following duties and responsibilities:

1. Inspect any site, building, or structure in the County of San Diego which it has reason to believe is, or will be, a historical site. Historic sites include historically significant sites and districts, as well as archaeologically significant sites.
2. Coordinate the board's activities with the State Historic Resources Commission and the State Historic Preservation Officer.
3. Evaluate and nominate to Federal and State agencies with jurisdiction to designate historic sites, those sites or districts which the Board deems eligible based upon applicable Federal and/or State standards. Evaluations may be requested by owners of potentially eligible sites, but nominations to Federal and/or State lists may not be made over the landowner's objections.
4. Provide comments to the State Historic Resources Commission and the State Historic Preservation Officer on nominations to Federal and/or State registration programs of County of San Diego sites, buildings, structures or districts made by other agencies or individuals.
5. Develop and maintain a system for the survey and inventory of historic and prehistoric resources, including a current list and/or database of all sites, buildings, structures and districts the Board has determined to be historical sites. A description of the site and its reason for inclusion shall be contained therein.
6. Meet at least four times per year, provide for public participation in accordance with the Certified Local Government Procedures, Part III (36 CFR 61.6 (e) (4)) and annually prepare and submit to the State Historic Preservation Officer a report of Board activities.
7. Make recommendations as needed to the Department of Planning & Development Services, the Planning Commission and/or the Board of Supervisors regarding historic resource issues and preservation implementation incentives relative to existing or proposed County of San Diego plans and policies.
8. Participate in the preparation of the Certified Local Government annual report on historic resource preservation activities.

9. Develop a Historic Resource Preservation Plan for the County of San Diego.
10. Appoint committees for the purpose of assisting the Historic Site Board in carrying out its functions and duties.
  - a. Any committee appointed shall consist of not fewer than three persons, including at least one Historic Site Board member.
  - b. The actions and recommendations of committees shall not be deemed the action of the Historic Site Board or its members.
11. The Historic Site Board may engage the services of volunteer workers and consultants without salary as it may find necessary, for the purposes such as but not limited to conducting historic resource surveys and inventories.

Service of an individual as a volunteer worker or as a consultant shall not be considered as service for or employment by the County of San Diego.
12. Provide liaison with other non-profit historical and archaeological societies and boards with San Diego County.
13. Identify historical sites that are eligible for tax benefits under California Revenue and Taxation Code Section 439 (the Mills Act), or other similar programs.

**MEETING DATE  
AND LOCATION:**

January, 4<sup>th</sup> Monday; April, 3<sup>rd</sup> Monday; July, 3<sup>rd</sup> Monday;  
October, 3<sup>rd</sup> Monday  
6:30 P.M.  
5520 Overland Avenue, Campus Center Chambers  
San Diego 92123

**COMPENSATION:**

Members of the Historic Site Board shall serve without compensations and shall not be reimbursed for expenses incurred in performing their duties under this Section.

**CONTACT PERSON:**

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REVISED: January 22, 2014