

How to Obtain a Salinas Historic District Designation

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The Salinas City Council has found that the distinctive and significant character of Salinas can be fostered by preserving its historic, architectural, cultural and aesthetic heritage. During 2010 the City Council adopted rules authorizing the designation of structures, sites, areas or districts as “historic resources.” This bulletin outlines the application process for designation of a “Salinas Historic District.” The process is different for designation of single historic resources: for that process, please see Information Bulletin 14.

The Municipal Code defines “historic district” as a finite group of resources related to one another in a clearly distinguishable way or any geographically defined area which possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.

Why Seek this Designation?

Designation of an “Salinas Historic District” by the City Council can serve to foster public knowledge and appreciation of the City’s historic heritage thereby enhancing civic pride and visual character, as well as serve to promote heritage tourism.

What is the Process for Designation?

The easiest way to expedite processing is to submit a complete application that clearly shows how the district will comply with the regulations. Early consultation with the Department’s designated Certified Local Government (CLG) Coordinator is highly recommended.

Because at least 51% of the property owners within the proposed district must provide

written consent to the designation, early and frequent communication by proponents with owners and residents will be essential.

The following steps generally apply to an application for designation of a Salinas Historic District:

Step 1: *Obtain the appropriate Development Review Application and submittal checklist from:*

City of Salinas
Community & Economic Development Department
65 West Alisal Street,
Salinas, CA 93901

or
www.ci.salinca.us
(first see “Community Development Department,”
then go to “Current Planning” page)

Step 2: *Complete the application, being sure to include the information required per the Municipal Code (see list contained in the section below).*

The applicant must sign the application; and attach written consent from no less than 51% of the property owners within the proposed district boundaries. Within 30 days of submittal, staff will review the application and determine if it is complete. When deemed complete, a hearing will be scheduled before the City’s Historic Resources Board, an advisory committee appointed by members of the City Council. Notice of this meeting will be mailed to the applicant, to owners of property proposed for inclusion in the district, and to owners of property lying within 300 feet of the proposed district boundary.

Step 3: *The Historic Resources Board will publicly review the application to determine that the proposed district conforms to City criteria regarding historic preservation. The Board will make a recommendation to the City Council either ‘for’ or ‘against’ designation of the historic district, or find that additional information is needed.*

Step 4: *The City Council will consider the application, together with the Board’s*

City of Salinas
Community & Economic Development
65 West Alisal Street
Salinas, CA 93901
(831) 758 7206

recommendation, and either approve it in whole or in part, or disapprove it in its entirety. Notice of the City Council's decision will be provided to the applicant.

Specific Information Required to be Included in an Application for Designation of an Historic District

(A) Clearly defined and explained boundaries for the proposed district shown on a County Assessor's map or maps;

(B) Concise description of the general physical or historical elements (buildings, structures, objects, and sites) and qualities which qualify the area as a local historic district, include a description of building types, architectural styles, and periods represented in the proposed district;

(C) Concise statement clearly documenting why the proposed district has significance, the period of time for which it is significant, and why it substantially meets the purposes of the City's Historic District regulations;

(D) A definition of what types of buildings contribute and do not contribute to the significance of the district, as well as an estimate of both the number of buildings within the district that would contribute and that would not contribute to its significance;

(E) A map illustrating all buildings within the proposed boundaries which also identifies those that would contribute to its significance; and

(F) Written consent agreeing to the district designation from the owners of at least 51% of the parcels within the proposed boundary.

Are other Permits Required?

There is no other permit required for designation as a Salinas Historic District. However, once so designated no person may alter or demolish a building, structure, object or site within an historic district without first

obtaining a Certificate of Approval issued by the Department of Community and Economic Development. Ordinary repair and maintenance of exterior features not involving a change in exterior design, material or appearance will not require a Certificate of Approval, but may require a building permit.

Important Notice: Once designated by the Salinas City Council, the owner, lessee and others in charge shall take all actions necessary to prevent substantial decay or deterioration that threatens the structural or historical integrity of a building, structure, object or site within an historic district.

How to Obtain More Information

Telephone the City's Community and Economic Development Department at (831) 758-7206. Ask to speak to the Historic Resources Board Coordinator.

Refer to Chapter 2, Article XI of the Salinas Municipal Code, commencing with Section 2-58, for the underlying regulations. The Municipal Code is posted on the City website: www.ci.salinas.ca.us.