

# City of Los Alamitos

## Agenda Report Consent Calendar

April 20, 2015  
Item No: 8C

**To:** Mayor Richard D. Murphy & Members of the City Council  
**Via:** Bret M. Plumlee, City Manager  
**From:** Corey Lakin, Recreation & Community Services Director  
**Subject:** Los Alamitos Museum Historical Designation Plaque

**Summary:** This report seeks consideration for approval for a Historical Designation Application from the Orange County Historical Commission / Los Alamitos Museum.

**Recommendation:** Authorize the City Manager to sign the application for the Historical Designation Plaque for the Los Alamitos Museum.

## Background

The Los Alamitos Museum has been serving the City of Los Alamitos since July 28, 1975. The mission is to preserve and perpetuate the cultural and historical heritage of the community.

The Los Alamitos Museum property is owned by the City of Los Alamitos. The Museum Board of Directors is seeking City approval for a Historical Designation Plaque installed at the Los Alamitos Museum. Approval from the City of Los Alamitos is needed in order for the Los Alamitos Museum to continue with the Historical Designation Plaque application process.

The Board of Supervisors has authorized the Orange County Historical Commission to administer the placement of plaques commemorating sites of historical significance in Orange County.

## Discussion

The Los Alamitos Museum Board of Directors believes that the Los Alamitos Museum merits historical recognition. The Board of Directors has completed the Orange County Historical Commission Historic Site Plaque Application Form and is seeking the City of Los Alamitos to sign off on the paperwork, since the City owns the property. Attachment #1 is the Policies and Procedures for the Historic Site Plaque Program and Attachment #2 is the Plaque Application Form.

At the April 1, 2015 Parks, Recreation and Cultural Arts Commission (PRCA) meeting, the PRCA Commission recommended that the City Council sign the Historical Designation Plaque application form.

## **Fiscal Impact**

There will be no fiscal impact for the City of Los Alamitos.

Submitted By:



\_\_\_\_\_  
Corey Lakin  
Recreation & Community Services Director

Approved By:



\_\_\_\_\_  
Bret M. Plumlee  
City Manager

*Attachments:*

- 1. Public Facilities & Resources Department Policies and Procedure – Historic Site Plaque Program*
- 2. Orange County Historical Commission Plaque Application Form*

PUBLIC FACILITIES & RESOURCES DEPARTMENT  
POLICIES AND PROCEDURES

NO.: 7.2.301

TITLE: Historic Site Plaque Program

Effective: December 10, 1999  
Revised: June 20, 2003

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I. PURPOSE

To establish uniform guidelines for identifying and evaluating sites of historic significance for the placement and dedication of plaques.

II. POLICY

The County's Historical Site Plaque Program is administered by the Orange County Historical Commission (OCHC) under authority of the Board of Supervisors. The program's purpose is to place plaques containing historical data at selected sites in order to identify their location and significance and to promote their preservation and use.

III. PROCEDURE

A. Site Identification and Evaluation

Proponents of a historic site plaque submit an application (Attachment A) to OCHC. The application should include an authorization and approval statement prepared by the owner of the site. A member of OCHC visits the site and reports to the Plaque Committee, which evaluates the application based on criteria of significance (Attachment B) and reports to the OCHC.

Within 90 days after receiving the completed application, OCHC will notify the applicant of its decision to approve or disapprove the application. The applicant has the right to appeal an adverse decision to the Board of Supervisors.

B. Property Owner and Sponsorship Organization Agreements

Property Owner Agreements (Attachment D) and Sponsorship Organization Agreements (Attachment C) are executed with appropriate parties. The Director of Public Facilities and Resources or designee shall sign for the County of Orange.

C. Plaque Wording and Mounting

1. The plaque proponent submits proposed plaque wording which must focus on historical site data pertinent to the significance of the site. Plaque size limits wording to 400 characters, including spaces (Refer to Attachment E). Any revisions of plaque wording by the OCHC are submitted to the proponent prior to final approval by OCHC. Final OCHC approval is announced within 60 days after receipt of final approval by the applicant, if possible.

Funding credit for the plaque may be included at the end of the text. The plaque becomes property of the County of Orange.

2. Plaques shall be mounted on the concrete or masonry portion of a building or structure, or on a monument to be provided by the plaque proponent. Plaques must be mounted in publicly visible places. The property owner is responsible for provision of and

maintenance of the monument. A sketch showing the proposed design and location of the monument or building mount is submitted to OCHC for approval along with the proposed plaque wording.

D. Coordination with PFRD

After approval by OCHC, selection of the plaque manufacturer and processing the purchase order are coordinated through Public Facilities and Resources Department (PFRD). Under special circumstances, by vote of OCHC, the Commission or PFRD may assist in funding the manufacture of the plaque or the monument.

E. Dedication Ceremony

A dedication ceremony shall be arranged in cooperation with the Board of Supervisors, OCHC, the plaque proponent, PFRD, and other parties as appropriate.

Policies and Procedures No. 7.2.301

Attachment A  
Page 1 of 2

ORANGE COUNTY HISTORICAL COMMISSION  
P.O. Box 4048  
Santa Ana, CA 92702-4048  
(714) 834-5560

## HISTORIC SITE

## PLAQUE APPLICATION FORM

The Board of Supervisors has authorized the Orange County Historical Commission to administer the placement of plaques commemorating sites of historical significance in Orange County. This form along with the Sponsoring Organization Agreement (Attachment C) and the Property Owner Agreement (Attachment D) must be completed to nominate any site that the applicant believes merits recognition. This form may be copied and additional sheets attached, as long as the form's content and format are retained.

Name of Site Los Alamitos Museum \_\_\_\_\_  
Address of Site 11062 Los Alamitos Boulevard \_\_\_\_\_ City Los Alamitos, CA 90720 \_\_\_\_\_  
Year of Original Construction 1947 \_\_\_\_\_  
Original Use Volunteer Fire Station \_\_\_\_\_  
Architect (or Design Engineer ) County of Orange \_\_\_\_\_  
Builder (or Prime Contractor) not known \_\_\_\_\_  
Present Owner City of Los Alamitos \_\_\_\_\_  
Address of Owner 3191 Katella Avenue \_\_\_\_\_  
City Los Alamitos \_\_\_\_\_ State CA \_\_\_\_\_ Zip Code 90720 \_\_\_\_\_ Phone 562 431-3538 \_\_\_\_\_  
Current Use Historical Museum \_\_\_\_\_

Applicant's Name	Margrit Kendrick _____	Date	02/24/2015 _____
Address	_3231 Orangewood Avenue ,Los Alamitos,		
State	California_90720 _____	562 431-8865 _____	Phone _____
_Sponsoring Organization : Los Alamitos Museum Association Inc. _____			

PROPERTY CLASSIFICATION

Ownership	Category
<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Building
<input checked="" type="checkbox"/> Public-local	<input type="checkbox"/> District
<input type="checkbox"/> Public-state	<input type="checkbox"/> Site
<input type="checkbox"/> Public-federal	<input type="checkbox"/> Structure
	<input type="checkbox"/> Object

DESCRIPTION

Describe the site's historic appearance and present physical condition, noting any major changes from its original appearance.

SIGNIFICANCE

Describe the historical significance of the site. For criteria, refer to Attachment B.

A. Documentation

Provide photographs with the application that show both current views and historic setting (where available). Prints should be black-and-white glossy format, maximum 8" x 10", minimum 5" x 7". Identify the source, credit and the date of each photograph.

B. Sources

List the books, documents, historic surveys, and interviews used to document the historic significance of the site.

PLAQUE WORDING AND MOUNTING

A. Wording

Please enter proposed wording for the plaque, including the name of the site and historical data pertinent to its significance. See Attachment E for the format and size of the plaque.

B. Mounting

The applicant must provide a mounting for the plaque in a location accessible to the public – either on a monument on the masonry foundation of a building. A sketch showing the proposed design and location of the plaque and its mounting shall be submitted with the application.

ORANGE COUNTY HISTORICAL COMMISSION  
P.O. BOX 4048  
SANTA ANA, CA 92702-4048

CRITERIA FOR EVALUATING SIGNIFICANT HISTORIC SITES  
(Adopted 1972 and Revised 1999)

A. HISTORICAL CONSIDERATIONS

1. Are the properties, sites, and structures connected with significant in cultural, political, economic, military or social history?
2. Were the properties or places related to significant activities of notable people?
3. Do the sites or groups of structures represent the development patterns of historic eras such as early settlement, agriculture, seaports, railroads, and pre-1940 highways?
4. Do the sites represent a historic business or activity?
5. Have the properties or sites yielded or are they likely to yield significant information in cultural or natural history?

B. ARCHITECTURAL CONSIDERATIONS

1. Do the structures represent the work of architects or builders who have made major contributions to the history of architecture, engineering or building technology?
2. Is the structure one of the few remaining examples in the county of a particular architectural style or period?
3. Is the structure a unique architectural curiosity or does it represent a unique or indigenous building style or form?
4. Does the structure retain the integrity of the original design or has it been substantially altered?
5. Is the structure part of a concentration of higher quality landmark buildings where its presence, even though it is of lesser quality, is still necessary to support the architectural composition?
6. Is the building a good representative example of a particular architectural style or period?
7. Is the structure an outstanding example of workmanship or materials?
8. Has the structure been moved from its original site?
9. Is the property a visual landmark that establishes and embellishes the county's image?

C. SITE CONSIDERATIONS

1. Is the property a visual landmark that establishes and embellishes the county's image?

2. Does the property identify a neighborhood?
3. Are the properties or buildings significant and important because they form a building grouping which, because of its collective impact, becomes more significant to the site or area?
4. Are there significant plant materials such as a row of boulevard trees, or specimen plantings of exceptional size or beauty?
5. Is the property a fixed work of art, commemorative sculpture, wall mural, graphic or an item of street furniture such as clocks, lamp posts, etc., that depict an era of the county or give it distinction?
6. Is the property or structure easily viewed by the public?
7. Do(es) the structure(s) form an important visual and aesthetic background and scene for a noted gathering place, square or plaza?
8. Is the site important because of the presence of a significant cultural or natural object?



HISTORICAL PLAQUE PROGRAM  
SPONSORING ORGANIZATION AGREEMENT

ORANGE COUNTY HISTORICAL COMMISSION  
Post Office Box 4048  
Santa Ana, California 92702-4048  
714/834-5560

With reference to Los Alamitos Museum historical plaque authorized by the Orange County Historical Commission (OCHC) and the Orange County Board of Supervisors, the undersigned hereby understand and agree to the following conditions:

1. To obtain the property owner's signature on the Historical Plaque Program Property Owner Agreement;
2. With the assistance of an OCHC member, to take the responsibility for the preparation of an application for the historical site as a State Point of Historical Interest. The application will be submitted to the State through OCHC and the Board of Supervisors;
3. To participate in arranging a dedication ceremony for the plaque in cooperation with the OCHC Board of Supervisors, the property owner, County Public Information Office, and other parties as deemed appropriate by OCHC.

Dated: January 30, 2015

Alodie O'Keefe, President  
Name and Title

Los Alamitos Museum, Inc.  
Organization

11062 Los Alamitos Blvd.  
Address

Los Alamitos, Ca 90720  
City, Zip Code & Telephone Number

Dated: \_\_\_\_\_

County of Orange

ORANGE COUNTY HISTORICAL COMMISSION  
P.O. Box 4048  
Santa Ana, CA 92702-4048  
714/834-5560

The undersigned hereby understand and agree to the following conditions with reference to the \_\_\_\_\_ historical plaque as authorized by the Orange County Historical Commission (OCHC) and the Orange County Board of Supervisors.

1. That said plaque shall remain the property of the County of Orange and shall be returned to the County of Orange upon demand.
2. That if said plaque is to be placed on a monument, provision and maintenance of monument shall be the responsibility of the property owner. Monument design shall be subject to the approval of OCHC.
3. That said plaque shall be mounted in a publicly visible location.
4. That property owner shall notify in writing the County of Orange in the event of a sale of the property, change of possession or any other occurrence which may cause said plaque to be lost or destroyed.

DATED: \_\_\_\_\_  
Property Owner

DATED: \_\_\_\_\_  
Property Owner

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### HISTORICAL SITE PLAQUE FORMAT AND SIZE

The body of the text is to be no more than 400 letters and spaces and must contain historical date pertinent to the historical significance of the site. Dimensions to be 20" x 14". Drawing below is not to scale.

TITLE
BODY OF TEXT _____ _____ _____ _____ _____
SEAL OF THE COUNTY OF ORANGE
Historical Site No. _____ Orange County Board of Supervisors Orange County Historical Commission Donated by _____ Placed <u>2###</u>