



# CITY OF ORINDA

## *Historic Landmark Application*

Planning • 22 Orinda Way • Orinda, CA 94563 • (925) 253-4210 • FAX (925) 253-7719  
• <http://www.cityoforinda.org> • [orindaplanning@cityoforinda.org](mailto:orindaplanning@cityoforinda.org)

---

### **PURPOSE**

The preservation, protection, perpetuation, enhancement and use of sites, buildings, structures, trees, works of art and other objects having a special historical or architectural value is a public necessity and is desired and required in the interest and general welfare of the people of Orinda.

### **PROCEDURE**

The City Council may designate by ordinance a site, building, structure, monument, tree, work of art or other object in the city as a historical landmark. The decision shall be based upon the criteria and findings in Section 17.25.5 and on the recommendation of the Planning Commission.

### **Nominations**

A proposal for the designation of a landmark may be made by: (1) a member of the City Council upon recommendation of the Historic Landmark Committee or Planning Commission; or (2) the owner of property proposed to be designated. The city solicits the cooperation and participation of the property owner in the landmark designating process and informs the property owner of the effect of a landmark designation at least thirty (30) days in advance of the public hearing by the Planning Commission.

### **Recommendations and decision**

The Planning Commission shall hold a public hearing on the nomination for the historic landmark and may recommend in favor or against the proposed historic landmark designation. The Planning Commission's action may be appealed to the City Council within ten calendar days of the Planning Commission's action.

The City Council shall hold a public hearing on the nomination for the historical landmark: (1) for which the Planning Commission has recommended approval; or (2) which is appealed from the Planning Commission. The Council may approve, approve with conditions or deny the designation. If it approves the designation, it shall do so by ordinance. The ordinance shall contain a full description of the landmark site boundaries and the primary features of the landmark which are considered to be of historical significance. A four-fifths vote of the City Council is required to approve a designation.

When the landmark is designated by the City Council, the City Clerk shall within ten days of the decision: (1) send a copy of the ordinance to the applicant and the property owner; and (2) file a copy of the ordinance in the office of the County Recorder.

If the proposal is denied, a proposal to designate the same site as a historic landmark may not be again considered for at least three (3) years.

### **PROPERTY INFORMATION**

Common Name: \_\_\_\_\_

Historic Name: \_\_\_\_\_

Present Use: \_\_\_\_\_ PUBLIC OR PRIVATE  
(circle one)

Historic Use: \_\_\_\_\_ PUBLIC OR PRIVATE  
(circle one)

Location: \_\_\_\_\_

APN: \_\_\_\_\_ Lot size: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**OWNER INFORMATION**

Names(s): \_\_\_\_\_

Mail Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**APPLICANT INFORMATION**

Name: \_\_\_\_\_

Mail Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**DESCRIPTION**

Attach photograph(s) or map(s) if available.

Architectural style: \_\_\_\_\_

Construction date: Estimated/Actual (circle one) \_\_\_\_\_

Architect: \_\_\_\_\_

Builder: \_\_\_\_\_

Approx. property size (sq. ft. or acreage): \_\_\_\_\_

Condition:      Excellent      Good      Fair      Deteriorated      No longer in existence  
(circle one)

Briefly describe the present *physical appearance* of the site or structure and describe any major alterations from its original condition (attach additional pages as required):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Surroundings:    Open land    Scattered buildings    Densely built-up    Residential    Industrial    Commercial    Other  
(circle all that apply)

Threats to site:    None known    Private development    Zoning    Public Works project    Vandalism    Other  
(circle all that apply)

Related features: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

---

---

**SIGNIFICANCE**

Briefly state historical and/or architectural importance (include dates, events, and persons associated with the site) (attach additional pages as required):

---

---

---

---

Main theme of the historic resource (If more than one is checked, number in order of importance):

- Architecture     Government     Economic/Industrial     Religion  
 Arts & Leisure     Military     Exploration/Settlement     Social/Education

Sources (List books, documents, surveys, personal interviews, and their dates):

---

---

---

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Date