

**Board or Commission Name:** Historic Preservation Advisory Board

**Date Prepared:** 12/11/24

**Date Approved by Council:** 2/25/25

**Prepared By:** HPAB

**Purpose:**

The purpose of the work plan is to provide a detailed outline of tasks, activities, timelines, and resources required by this Board or Commission to achieve its annual goals. The purpose of most boards is to gather public input, to review policy recommendations by staff when requested, and to make policy recommendations to the County Council.

**Process Timeline:**

November: County Council Strategic Planning

November: Boards and Commissions review and develop work plans

December: Boards and Commissions approve the work plan (primary item on December agenda) January: Finalize and submit work plans for Council review.

Due Date: January 7, 2025

**Time Frame:** This work plan will be accomplished in the following time frame: January 24, 2025, through December 31, 2025.

**Members:** List members, term start and end dates, and term number.

Member	Start/End Dates	Term (1st or 2nd)
Loretta A. Weiss	5/1/2023-4/30/2026	1
Elizabeth Martineau	5/1/2023-4/30/2026	1
Carrie J. Gregory	5/1/2023-4/30/2026	1
Patrick J. Cruz, vice chair	10/1/2023-9/30/2026	1
Patrick K. Moore, chair	10/1/2023-9/30/2026	1

**Chairperson:** Patrick K. Moore

**Department Director:** Dan Osborn, interim

**Work plan developed in collaboration with Department Director? (Y/N)** Y

**Staff Liaison:** Jane Mathews

**Administrative Support:** Jane Mathews

**Council Liaison:** Suzie Havemann (2024) and David Reagor (2025)

**Work plan reviewed by Council Liaison? (Y/N)** Y

## 1.0 Previous Calendar Year (2024) Work Plan Highlights

### 1.1 List the top five activities for the previous calendar year.

1.1.1	Communicated with the State Historic Preservation Division (HPD) concerning acceptable changes to regulatory language applicable to a Historic Protection Overlay zone district.
1.1.2	Researched and discussed grant opportunities.
1.1.3	Received a presentation by the Los Alamos County Public Works Department regarding the reconstruction of the roof on the Red Cross building. The Board supported the project as presented.
1.1.4	Strengthened partnerships with Los Alamos County and non-profit organizations to accomplish Los Alamos County Council goals.
1.1.5	Garden Club's Rose Garden at Fuller Lodge plan review

### 1.2 List the top five accomplishments for the previous calendar year.

1.2.1	Received training from State Historic Preservation Office (SHPO) staff.
1.2.2	Created guidelines to implement Historic Preservation Ordinance in proposed improvements and new construction within Ranch School/Fuller Lodge Historic District.
1.2.3	Advised in continued support of the implementation of the Fuller Lodge Interpretive Plan. Assisted in planning, fabricating, and installing interpretive features.
1.2.4	Reviewed the Sec. 16-9 Historic Protection Overlay in the revised Development Code. Sent questions to the SHPO for review.

1.3 List the lessons learned for the previous calendar year.

1.3.1	Increasing engagement with owners of ranch school properties will be a necessity before beginning to establish or change guidelines for a proposed historic district overlay, per Chapter 16, Los Alamos Development Code.
1.3.2	Improve onboarding and training for new members.
1.3.3	Pursue a relationship with the SHPO to be invited to future online trainings.
1.3.4	
1.3.5	

**2.0 Calendar Year 2025 Work Plan**

2.1 List any special projects or assignments given to this Board/Commission by the Council or the Department Director.

2.1.1	Review Chapter 16, Article II, Division 4. Overlay Zone Districts, specifically Sec. 16-9 Historic Protection Overlay Zone District (HP-O). Review for best practices and to make sure the text is in keeping with both national standards and local preferences. Review the documentation from the SHPO regarding changes to any language.
2.1.2	Finalize a Ranch School/Fuller Lodge District zoning application and establish a local district overlay zone, per Sec. 16-9. Consider methods and provide input into the public engagement necessary to promote an Historic Protection Overlay to the public. Be the public-facing communication and information provider to the community.
2.1.3	Monitor Garden Club Rose Garden Project

2.1.4	Promote information regarding the American WWII Heritage City Program and Los Alamos's designation as the city representing New Mexico as a Historically Important Place. More info on the website ( <a href="https://go.nps.gov/AWWIIHC">https://go.nps.gov/AWWIIHC</a> ) Review and suggest language for a page on the LA County website.
2.1.5	Identify projects for awards and assist in submittal process.

2.2 List other projects and/or activities being proposed by this Board/Commission, in priority order.

2.2.1	Work with County staff to identify cultural historic resources, historic landmarks, and historic boundaries or districts in the county as per Sec. 8-53 (6). Review the RFP being proposed by Los Alamos County staff and provide expert feedback.
2.2.2	Review LANL's cultural and historic sites database to build an inventory of buildings and trails, with the goal of coordinating a list of resources across Los Alamos County that meet the Federal and State Historic Ordinance criteria.
2.2.3	Build on established relationships with LANL and collaborate with specialists in LANL's cultural resources program to understand to learn how to better identify preservation treatments of historic and cultural resources.
2.2.4	Conduct outreach presentations to community organizations in the region about historic resources across the County. Consider creating a working groups to develop articles in LA Daily Post, or events in Historic Preservation Month (May). Promote Manhattan Project National Historical Park.
2.2.5	Contribute to ongoing discussions regarding the development of the Women's Dormitory building, and the Baker House.
2.2.6	Plan to visit the Baker House at a board meeting in Spring 2025.

2.3 List of guiding documents or plans used by this Board/Commission.

2.3.1

- Federal, State and Local historic ordinances and technical bulletins.
- Los Alamos County Code of Ordinances, *Chapter 8 - Boards and Commissions, Article III. Historic Preservation Advisory Board.*
- Los Alamos County Code of Ordinances, *Chapter 16, Development Code, Section 16-9, Section 16-73(g-h), Section 16-74(d-f), and Section 16-75(b)*
- State of New Mexico Certified Local Government (CLG) Program Manual
- Historic Preservation Plan (September 2008)
- Fuller Lodge Interpretive Plan (June 2018)
- The History of the Rose Garden (Updated July 2009)

**3.0 Identify County departments and/or other Boards/Commissions that are necessary to achieve this work plan.**

3.1

Park and Recreation Board, especially as it relates to trails.  
<https://www.losalamosnm.us/Events-Directory/Park-and-Recreation-Board>

3.2

Art in Public Places Advisory Board (Loretta Weiss, liaison)  
<https://www.losalamosnm.us/Events-Directory/Art-in-Public-Places-Advisory-Board>

3.3

Planning & Zoning Commission (make recommendations as necessary, per Chapter 8.)

3.4

Homesteaders Working Group, a subgroup of Art in Public Places Advisory Board (Loretta Weiss, liaison)

3.5

Lodgers' Tax Advisory Board for Tourism Related Functions

**4.0 List any special events this Board/Commission plans to participate in that will support this work plan.**

4.1

HPAB is dedicated to public participation and will participate in community events that may promote historic preservation such as May's Historic Preservation Month.

4.2

Manhattan Project National Historical Park/ American WWII Heritage City Program (communication or publicity)

4.3

MainStreet Futures Committee

**5.0 List active Working Groups within this Board/Commission, if any, along with the purpose and member names of each one.**

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5.2

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5.3

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## Attachment A

*Place an X in the column on the right if the Council priority is related to the work of the Board or Commission:*

<b>Quality Governance</b>	
Quality governance is participatory, consensus-oriented, transparent, accountable, effective, efficient, and responsive to the present and future needs of stakeholders.	
<b>Communication and Engagement</b>	
Inform, educate, and solicit feedback from the community and boards and commissions on County projects, policies, and priorities to promote a culture of open communication and collaboration and foster exceptional customer service.	<b>X</b>
<b>Intergovernmental, Tribal, and Regional Relations</b>	
Collaborate and problem-solve with the County's major employers; community partner organizations; neighboring Pueblos; and regional, state, and national governmental entities.	<b>X</b>
<b>Fiscal Stewardship</b>	
Maintain fiscal sustainability, transparency, and compliance with applicable budgetary and financial regulatory standards.	
<b>Operational Excellence</b>	
Operational excellence involves having structures, processes, standards, and oversight in place to ensure that effective services are efficiently delivered within available resources and that services continuously improve.	
<b>Effective, Efficient, and Reliable Services</b>	
Deliver customer-focused, accessible, reliable, and sustainable services to the community through sound financial management, collaborative decision-making, and efficient implementation.	
<b>Infrastructure Asset Management</b>	
Evaluate the County's assets and infrastructure and prioritize funding to first maintain and protect those investments and second to inform new investments.	<b>X</b>
<b>Employee Recruitment and Retention</b>	
Attract and employ diverse and highly qualified staff; retain staff through development opportunities, compensation, and benefits; and promote staff to address increasingly complex challenges.	
<b>Economic Vitality</b>	
Economic vitality encompasses the ability of the community to diversify, develop, grow, and sustain the many elements necessary for a local economy to flourish.	
<b>Housing</b>	
Increase the capacity for new housing development and the amount and variety of housing types to meet the needs of a changing and growing population, particularly middle- and lower-income households.	
<b>Local Business</b>	
Encourage the retention of existing businesses, facilitate the startup of new businesses, and assist in opportunities for growth.	
<b>Downtown Revitalization</b>	
Revitalize the downtown areas of Los Alamos and White Rock by facilitating development opportunities in accordance with the downtown master plans.	<b>X</b>
<b>Tourism and Special Events</b>	
Sponsor special events, support major employer and community events, and promote tourism by enhancing amenities, utilizing facilities and contract services, and encouraging overnight stays.	<b>X</b>
<b>Community Broadband</b>	

Provide community broadband as a basic essential service that will enable reliable high-speed internet services throughout the County at competitive pricing.	
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<b>Quality of Life</b>	
Quality of life is a reflection of general well-being and the degree to which community members are healthy, comfortable, welcomed, included, and able to enjoy the activities of daily living.	
Health, Wellbeing, and Social Services	
Improve access to behavioral, mental, and physical health and social services and amenities to address identified issues and promote wellbeing in the region.	
Diversity, Equity, and Inclusivity	
Promote diversity, equity, and inclusivity through community awareness training, targeted events, and expanded opportunities for diverse interests.	
Mobility	
Improve and expand access to, and all-ability accommodations for, alternative modes of travel including public transit, cycling, and walking amenities and services.	
Educational, Historical, and Cultural Amenities	
Promote educational and cultural opportunities, in coordination with community partners, and provide for the preservation and restoration of historic buildings and the protection of archaeological sites.	<b>X</b>
Open Space, Parks, and Recreation	
Manage County open space and maintain and improve parks and recreation facilities, trails, and amenities as defined by adopted plans and approved projects.	<b>X</b>
Public Safety	
Ensure overall community safety through proactive and sustained implementation of police, fire hazard mitigation, and emergency response plans.	
<b>Environmental Stewardship</b>	
Environmental stewardship is the responsible use and protection of the natural environment through active participation in conservation efforts and sustainable practices in coordination with community and organizational partners.	
Natural Resource Protection	
Take actions to protect the wildlife and wildland interface, safeguard water, and mitigate tree loss in the community.	
Greenhouse Gas Reduction	
Establish targets for achieving net-zero greenhouse gas emissions and integrate sustainability and resiliency practices into County policies and operations.	
Carbon-Neutral Energy Supply	
Achieve carbon neutrality in electrical supply by 2040 through diversified carbon-free electric sourcing and phase out natural gas supply by 2070 through energy-efficient, all-electric buildings.	
Water Conservation	
Reduce potable water use and increase non-potable water use and water harvesting for irrigation where suitable.	
Waste Management	
Manage waste responsibly by diversion of solid waste from landfills through recycling, re-use, composting, and waste reduction programs and zero-waste education campaigns; and pursue efficient long-term solutions for disposal of solid waste.	



