



## CITY OF BANNING STAFF REPORT

**TO:** HISTORIC PRESERVATION COMMISSION  
**FROM:** David Newell, Community Development Director  
**PREPARED BY:** Mark Staples, Planning Manager  
**MEETING DATE:** November 20, 2025  
**SUBJECT:** Historic Preservation Commission Work Plan

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**PROJECT APPLICANT:**

N/A

**BACKGROUND:**

At its meeting on September 18, 2025, the Historic Preservation Commission (HPC) directed staff to come back with a Work Plan. The Work Plan is focused on the General Plan Archeological and Cultural Resources Element Goal – Documentation, maintenance, preservation, conservation and enhancement of archaeological and historic sites, artifacts, traditions and other elements of the City's cultural heritage.

Training on historic preservation will be conducted at scheduled meetings and through presentations by area historic resource groups and agencies such as the San Geronio Pass Historical Society and the Morongo Band of Mission Indians. Training will be an ongoing effort to help better inform the HPC and the community on the tools and criteria needed for local historic resources and their preservation.

**DESCRIPTION:**

The following are the goals, outcomes, and deliverables for the Work Plan of the HPC:

**Nomination Process for Sites and Resources**

Goal: Develop criteria and a clear process for the HPC to nominate eligible projects for historic designation.

Outcome: Affirm the local inventory of historic resources and amend as needed to include under represented topics of historic interest that align with the City's goals.

Deliverable: Analysis of existing General Plan inventory, community outreach efforts, and a finalized process and a list of criteria for the board to use when nominating city-initiated or property owner-initiated projects.

**Maintenance of Historic Properties**

Goal: State the information gathering process of historic resources and case-studies regarding maintenance and deferred maintenance.

Outcome: Identification of on-going issues related to the maintenance of historic properties and have a collection of guidelines and standards to inform the next step for formulating appropriate maintenance solutions.

Deliverable: Compile case studies, guidelines and standards related to the topic of maintenance of historic properties, and a list of current issues in the community.

### **Public Outreach and Training Opportunities**

Goal: Provide the history and objectives about how assessment tools were created and intended for use.

Outcome: A better understanding of the tools and resources available for assessing historical significance for the HPC, consultants, property owners, and the general public.

Deliverable: Update the City of Banning website regarding the HPC with the list of historic designated sites, the current list of potentially historic resources, and information needed for property owners of those resources on how to proceed with maintenance, renovations, and the process to designate a site on historic registries.

### **FINDINGS:**

N/A

### **ENVIRONMENTAL DETERMINATION:**

N/A

### **PUBLIC COMMUNICATION:**

N/A