

Work with the Historic District Commission to clarify criteria for development

Project Lead: Kristine Kidorf

Timeline: April 4, 2006 to April 4, 2008

Oversight Committee:

Historic District Working Group (appointments to be made by City Council)

- 1 DDA member
- 2 Local historic district representatives
- 1 City Planning Commissioner
- 2 Historic District Commissioners
- 1 City Council Member

Resources Needed:

Historic Preservation Consultant - \$39,000 for one year, \$78,000 for two years (approved by City Council)
Consultant and staff time

Work Plan:

Hire historic preservation consultant to lead work activities. (Completed)

Convene a series of meetings with representatives from all historic districts. (April 2006 – April 2008)

- Kick-off meeting to describe the process and solicit volunteers for the working group
- Establish Historic District Working Group to review Chapter 103 revisions, design guidelines, staff review checklist, application guidelines, and adaptive reuse ordinance
- Updates to larger citizen group before ordinance(s) and design guidelines get approved

Create a common set of evaluation criteria for inclusion within the historic districts. (April 2006 – April 2007)

- Revise Chapter 103 (draft of the revisions started)- Historic District Commission and City Council approval
- Revise/create design guidelines – work with urban design guidelines/AIA – review and approval required from the State Historic Preservation Office
- Identify contributing and non-contributing buildings to clarify which buildings can be removed/renovated more easily
- Standardize designation process for creation of additional districts downtown if requested

Establish a checklist for development proposals within the historic districts. (May 2006 – July 2006)

- Review and revise if necessary existing application guidelines
- Develop list of work that staff can approve in all districts, including revisions to applications, HDC resolution
- Review and revise if necessary meeting and deadline schedule for applications

Incorporate the Historic Commission development review into the streamlined process. (June 2006)

- Review deadlines and application guidelines to ensure 60 day review
- Historic working group involved with creation of adaptive reuse ordinance if needed

Implement a clear set of evaluation criteria to determine the appropriateness of moving historic structures from the Downtown. (April 2007)

- Handled with design guidelines and notice to proceed (Chapter 103 revisions), but in general historic structures should not be moved.
- Historic working group reviews evaluation criteria

Develop and implement evaluation tool

Approved by City Council
July 17, 2006