

AGENDA # 3

City of Madison, Wisconsin

REPORT OF: LANDMARKS COMMISSION	PRESENTED: April 18, 2016
TITLE: Review of Historic Preservation Plan Scope of Services	REFERRED: REREFERRED: REPORTED BACK:
AUTHOR: Amy Scanlon, Secretary	ADOPTED: 4/18/16 POF:
DATED: April 18, 2016	ID NUMBER: 42252

Members present were: Stuart Levitan, Chair; Anna V. Andrzejewski, Vice Chair; Lon Hill, David WJ McLean, Marsha A. Rummel, and Christina Slattery

SUMMARY:

Bill Fruhling, Principal Planner, Planning Division, was in attendance to aid in the discussion of the Historic Preservation Plan (HPP) Request for Proposals Scope of Services. The Commission and staff had a discussion about the Scope of Services document that included comments as follows:

- The current preservation program is regulatory and the HPP would elevate the program beyond the regulatory aspects.
- The HPP would provide the community with the big picture and the implementation would define the specific tools.
- The preservation program priorities should be listed in order of priority.
- The phased approach in the staff report is an example method to address the priorities, but there are many other ways the priorities can be addressed. Phasing methods should be left to the consultant to propose.
- Historic contexts are not a priority for the work to revise the historic district sections of the ordinance.
- Generally, the Commission believes the revisions to the ordinance related to the architectural standards for each historic district are the priority of the HPP. The order of the parts of the Scope of Services should be changed so that the ordinance revisions for the historic districts is Part A.
- Revisit the number of hours for the meetings that the consultant must attend.
- Local trend assessment task could be eliminated from the scope of services.
- Digital and paper survey information should be specified as required deliverables.
- Consultants will respond to the language of the RFP and there will be many questions that will need to be answered.
- The consultants are being asked to propose a work plan that will be negotiated with staff.
- Change the funding amount to “up to \$200,000”.

Staff explained that the Scope of Services would be introduced at Council and referred back to Landmarks for final review before returning to Council for action.

ACTION:

A motion was made by Andrzejewski, seconded by McLean, to approve the Scope of Services with revisions discussed and to have the item introduced at Council. The motion passed by a voice vote.