

# PLANNING DIVISION STAFF REPORT

April 15, 2024



PREPARED FOR THE LANDMARKS COMMISSION

**Project Name/Address:** Historic District Illustrated Design Guidelines  
**Legistar File ID #** [82440](#)  
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## Background

When the City updated the historic district portion of the Historic Preservation Ordinance, it was with the understanding that illustrations to accompany those adopted standards of approval would be available to assist applicants and contractors in complying with those standards. The discussion of this being the plan of action can be found in both the final [LORC meeting \(Landmarks Ordinance Review Committee\) minutes](#) of March 2, 2022, and in the February 3, 2022, [All Districts public meeting](#) where we were introducing the final working draft of the ordinance to the public.

While the initial plan was to complete those illustrations in-house, it was ultimately not feasible for staff to complete them in a timely manner. As such, the City contracted with a consultant to pull together the illustrations to accompany the already adopted standards in MGO 41.22-41.27.

The resulting document is meant to change over time as we find that we need to modify illustrations to better help applicants envision how to meet the standards of approval and to address any future text amendments to the ordinance. While we used some examples from our historic districts, in cases where there was noncompliant examples we were trying to discourage, we asked the contractor to find examples that were either not in a district or outside of Madison. As these are new standards, there are elements on many of our buildings that do not meet our standards of approval, so it was often challenging to find examples that completely met the new standards. For those images, we made sure to specify what was being called out as compliant.

Landmarks Commission first saw this document at its March 18 meeting and referred consideration to the April 15 meeting to give the commission adequate time to review the document before voting on whether to accept the current working draft.