

PLANNING DIVISION STAFF REPORT

November 5, 2020



PREPARED FOR THE LANDMARKS ORDINANCE REVIEW COMMITTEE

Legistar File ID # [56918](#), Draft Historic Preservation Ordinance, Parking Lot Issues
Memo #4: Spectrum of Review

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Background

As part of the committee's ongoing discussion of topics in our discussion "parking lot" list, staff has gathered information about the subject of the Spectrum of Review for the standards proposed for historic districts. Please see Memo #3 from the March 10 meeting for the discussion on the Expedited Tax Credit Review.

Spectrum of Review

The current structure of the historic districts standards are groupings by level of intervention for the property and the district. The standards provide instruction on how to implement each level of intervention. The more involved the work, the greater the need for review to ensure compliance with the standards.

The Landmarks Commission currently utilizes a Policy Manual, which details the types of projects staff can administratively approve. These are largely Maintenance and Repair projects, but there are some activities that may be interpreted as Alterations.

Spectrum of Review

1. Property owners should conduct Maintenance activities in compliance with the historic district Maintenance standards. When a project only involves Maintenance work, it does not require a Certificate of Appropriateness.
2. Staff can administratively approve Repair and Alterations proposals in conformance with the Landmarks Commission Policy Manual, or may refer the application to the Landmarks Commission for their review.
3. Applications for Additions and New Construction must go before the Landmarks Commission for their review.