

# Historic Preservation District Process Revisions

## Working Group Meeting #1

Wednesday, April 6, 2011

6-8 PM

2<sup>nd</sup> Floor Conference Room, Renaissance Center

### AGENDA

1. **Opening**
  - a. Introductions
  - b. City Commission direction - why are we here?
  - c. The end product – a historic preservation ordinance that includes an improved process for historic district designation
  - d. Sunshine Law
  
2. **Overview of Discussion Topics**
  - a. Florida Certified Local Government Guidelines (Attachment 1)
  - b. Criteria for Designation of Historic District (Attachment 2)
  - c. Application process
  - d. Review process
  - e. Follow-up for creation of districts
  
3. **First Issue of Discussion – Florida Certified Local Government Guidelines**
  - a. Importance – Tallahassee is a certified local government by the State
  - b. Our historic preservation ordinance must continue to meet specific requirements for Tallahassee to remain certified
  - c. Any amendment to our local preservation ordinance is required to be submitted to the State Preservation Officer for review and comment at least 30 days prior to City Commission adoption
  
4. **Second Issue of Discussion – Criteria for Historic Districts**
  - a. National Register Criteria for Evaluation of Historic District
  - b. Myers Park Design Manual – incorporate into ordinance or by reference (<http://www.taltrust.org/architectural-review-board/>)
  - c. Sec. Of Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (<http://www.nps.gov/history/hps/tps/tax/rhb/index.htm>)
  
5. **Determine Sub-issues of 2c, d & e for next meeting(s):**
  - a) Application Process
    - i. Who can be an applicant?
    - ii. How to measure support/opposition in the proposed district?
    - iii. Notice to residents in the proposed district?
    - iv. Other Florida jurisdictions (Attachment 3)
    - v. Other?

**Determine Sub-issues of 2c, d & e (above) for next meeting(s) (cont.):**

d) Review Process

- i. Role of ARB
- ii. Role of Planning Commission
- iii. Role of City Commission
- iv. Role of Staff
- v. Other?

e) Follow-up for creation of districts

- i. Letting current residents know about rights, responsibilities, and benefits
- ii. Notice for future residents
- iii. City permitting process (tagging historic structures, properties, or districts in permit tracking system)
- iv. Code enforcement in a designated district
- v. Other?

**6. Citizen Comments Presented Verbally at Open House (Attachment 4)**

**7. Public Comments Received to Date (Attachment 5)**

**8. Schedule next meeting date**

**Before the next Working Group meeting, Planning Department staff will:**

- prepare & distribute a summary of this meeting & other materials necessary
- update the website  
<http://www.talgov.com/planning/zoning/historic.cfm>

Attachments:

- 1) Florida Certified Local Government Guidelines
- 2) U.S. Dept. of the Interior District Criteria
- 3) Summary of Other Florida Jurisdictions
- 4) Citizen Comments Presented Verbally at Open House
- 5) Written Citizen Comments Received to Date
- 6) U.S. Dept. of the Interior, "Working on the Past in Local Historic Districts"
- 7) List of Working Group members