

## STAFF REPORT

**DATE:** March 5, 2014

**TO:** Legislative Committee  
Historic Landmarks Board/Planning Commission Representatives

**FROM:** Jeremy Graves, Community Development Director

**SUBJECT:** Review of Issues and Options Memorandum  
Historic Preservation Regulations Update

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### Discussion

Attached is an *Issues and Options Memorandum* prepared by the City's consultants, Dyett & Bhatia. The consultants have reviewed the City's current regulations and procedures for the regarding historic properties. In addition, the consultants have met with members of the Historic Landmarks Board (HLB) and conducted interviews with stakeholders and a cross section of users of the City's historic preservation regulations. The *Memorandum* summarizes the principal findings and conclusions of that work and identifies a number of ways the current regulations could be improved to meet the overall objectives of the Historic Preservation Regulations Update. The *Memorandum* identifies four recommendations:

1. Make the Regulations Easier to Understand and User Friendly.
2. Improve Administration of Permit Review.
3. Clarify the Process for Historic Resource Review.
4. Proactive Actions by the City.

The *Memorandum* is intended to form the conceptual framework for discussion of the recommendations with the Legislative Committee, HLB, Planning Commission, and City Council. Based upon feedback, the consultants will prepare draft regulations for review by the Legislative Committee and HLB/Planning Commission representatives.

Staff has tentatively scheduled review of the *Memorandum* by the HLB and Planning Commission on March 12, 2014.

### Recommendation

Review the *Memorandum*, including the recommendations, and provide comments to the staff and consultants.

Exhibit: *Issues and Options Memorandum* prepared by Dyett & Bhatia, dated February 24, 2014