

	<b>Historic Preservation Commission</b> <b>STAFF REPORT</b>	<b>AGENDA</b>  # _____
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**TO:** CASA GRANDE HISTORIC PRESERVATION COMMISSION

**FROM:** Laura Blakeman, City Planner

**MEETING DATE:** June 27, 2016

**SUBJECT:** Historic Preservation Ordinance

<b>OVERVIEW</b>
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The current historic preservation regulations were adopted in 2004. These regulations established rules applicable to properties located within the Evergreen First Addition Historic District and to properties that are classified as local historical landmarks.

Staff, has initiated a revision of the current historic preservation regulations in order to:

- *Make the regulations and review processes more clear, concise and understandable.*
- *Increase public participation in the decision-making process.*
- *Streamline the review process.*
- *Create incentives to encourage the adaptive reuse of historic landmarks.*

Some of the major items addressed in the proposed revision include:

- *Relocated the rules related to the establishment, membership and duties of the Historic Preservation Commission (HPC) to the section of the Zoning Code which includes similar information on the Planning Commission and Board of Adjustment.*
- *Broadened membership qualifications to assist in recruiting new members.*
- *Removed meeting rules from code and placed them in a set of bylaws. The Bylaws include:*
  - *Changed the number of Commission members from a minimum of “five” with no upper limit, to a minimum of “seven”.*
  - *Changed the quorum for the transaction of business from “three” to “a majority” of the commission members to be consistent with other Boards and Commission within the City.*
  - *Changed public hearing requirements to be consistent with other public hearing processes.*
- *Refined public notice and review criteria for Certificate of Appropriateness applications, which included:*

- *Added “postponement” action for a Certificate of Appropriateness process, with a maximum postponement of 60 days.*
- *Removed the “Hardship Request” process by merging economic considerations into the Certificate of Appropriateness application review.*
- *Added a process (De-listing) by which City Council can consider a request to eliminate a Historic District or change the classification of a historic landmark.*
- *Added an Adaptive Reuse program which includes development incentives to encourage the continued economically feasible use of historic landmarks.*

In April, City Staff sent out notices of the proposed Ordinance changes to the property owners within the Evergreen First Addition Historic District and to the property owners of historic buildings. The summary of ordinance changes and the draft ordinance were available for review online at the City’s web site. Anyone requesting a copy of the ordinance was advised to come by the office and pick up a copy or receive a copy by mail.

All comments were to be provided to City Staff by May 20<sup>th</sup>. To this date, City Staff has received some general inquires on the ordinance.

Attached is the draft ordinance for the Commission’s review. All changes, comments and suggestions will be forwarded to the Planning Commission for their review. The Planning Commission’s recommendation will be forward to City Council for their review.

**Proposed public hearing schedule:**

Planning and Zoning Commission hearing – August 4, 2016

City Council hearing – September 5, 2016