

Historic Review Board 2023-2025 Biennium Work Plan

Adopted September 26, 2023

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
Education --CAMP- National Association of Preservation Commissions, Daylong education session August 11, 2023 Education - Ongoing free Webinars from the National Association of Preservation Commissions Education- Yearly preservation presentation from Deputy City Attorney- Carrie Richter on Preservation and Public Hearing basics	Provide HRB members with educational opportunities to enhance their understanding of historic preservation and their role in creating policies and reviewing applications.	Attend sessions	Low Outside educational opportunities	Attend sessions	Summer 2023 Fall 2023-Summer2025 Winter 2024	Completed Ongoing Scheduled for January or February 2024/2025 HRB meeting
17.40 Code Revisions Compatible Change – Definition of New Construction – Thresholds for triggering review of non-designated structures	Review thresholds of historic review for changes to non-contributing structures after seeing some major remodeling projects in the McLoughlin District, affecting scale, height, materials, and ultimately, compatibility.	Last HRB work session on this topic was July 2021 A consultant should be selected to help support staff and HRB-paid for by next CLG grant -Fall 2024-Summer 2026 (length of grant)	High TBD	High TBD	TBD	TBD Fall 2024-Spring 2026

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
Improving the Historic Review Approval process Windows work session-potential standard draft conditions of approval with additional details.	Ensure that built historic projects are consistent with the approved decision.	A consultant should be selected to help support staff and HRB-paid for by next CLG grant -Fall 2024-Summer 2026 (length of grant)	Medium Add to CLG grant application Select consultant. Scope deliverables and schedule HRB work sessions	Low Provide direction at HRB work sessions, provide staff direction on the scope of work	Fall 2024	Pending Fall 2024-Spring 2026
Improving the Historic Review Approval process Coordination with applicants and other departments to ensure compliance with Conditions of Approval	Ensure that built historic projects are consistent with the approved decision.	<ul style="list-style-type: none"> • Ensure Conditions of Approval are added to plans • Attend Building pre-construction meeting • Investigate if mid-build inspection is helpful/feasible 	Medium Provide status updates to HRB at future meetings	Low Provide staff with any requested direction	Ongoing	In progress
Improving the Historic Review Approval process Revisit HRB Policy #12 Solar Panels specifically for those resources that can only place panels on front-facing elevations.	Review the work to date on solar panels to determine if new technologies and the community's climate goals conflict with the adopted HRB policy, which can limit certain historic properties from pursuing the installation of solar panels.	<ul style="list-style-type: none"> • Review work prepared by the City of Denver - determine if additional / changes are warranted for Policy #12 • Outreach to property owners and neighborhood associations if revisions are pursued. • Create a communication 	Medium See action items	Medium <ul style="list-style-type: none"> • During a scheduled work session, review a summary of the research conducted by the City of Denver. • One or two members with staff attend outreach events with property owners/neighborhood associations. • Provide staff direction on any 	Winter/Spring 2024	Pending

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
		<p>plan to ensure all parties have access to the project.</p> <ul style="list-style-type: none"> • Support adoption process 		<p>needed revisions to policy at scheduled work session.</p> <ul style="list-style-type: none"> • Present proposed revision to City Commission at a City Commission worksession prior to HRB adoption. 		
Public Outreach Homeowner education materials-	Continue to educate historic homeowners on the regulatory requirements and grant opportunities available to them	<ul style="list-style-type: none"> • Send quarterly to new historic homeowners • Write articles in the Trail News, Chamber of Commerce member magazine. • Request CLG grant to be sent every 1-2 years to all property owners 	Low Utilizing existing materials	None	Quarterly CLG grant -fall 2024	In progress
Public Outreach Public Education and Recognition	Promote historic places for the purpose of instilling community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation	<ul style="list-style-type: none"> • Preservation Month • Ruth Powers Award Coordinating awards, proclamations, and city communication. <p>If coordination with another entity to promote a shared preservation month event- additional staff</p>	Low Utilizing existing materials	Low Select award winner	May 2024, 2025	Pending

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
		time would be needed and added to the work plan.				