

Process Improvements

Changes to existing processes to shorten the review time:

- Add the ability for the Community Development and Neighborhood Services (CDNS) Director to be able to approve minor building alterations and signage on landmark properties administratively, so that permit approval may be granted within a few days rather than weeks; saving both the staff and the applicant time and costs.
- Add the ability for the Landmark Preservation Commission (LPC) Design Review Subcommittee, established by Council under Ordinance No. 002, 2011, to be able to provide a recommendation to the CDNS Director. Currently, the Subcommittee may review plans and provide suggestions to the applicant; however, even if plans acceptable to all parties are identified, the application is still forwarded to the full LPC for action. This change would enable the Subcommittee, if there is unanimous agreement by all parties on plan revisions that meet the review criteria, to provide a recommendation for approval to the CDNS Director who could then approve the plans administratively. This would reduce both applicant and staff time and costs.
- Add the ability for the LPC to review development projects affecting individually eligible and designated historic properties, and to provide a recommendation to the Hearing Officer or Planning and Zoning Board (P&Z) on the project's effects. This action would provide important evidence to the P&Z on projects subject to both historic preservation and development code requirements; and would comply with federal Certified Local Government requirements, which recognizes the LPC as the City's qualified historic review board.
- Additional historic property survey. A survey of a potential historic property offers transparency, in the information used to establish eligibility; and, when completed by a professional, its conclusion offers strong predictability of a property's potential eligibility.

More Program Enhancements Being Implemented:

- Staff is developing a curriculum to provide on-line and classroom training to local contractors and architects on the Secretary of the Interior's Standards and Guidelines for the Treatment of Historic Properties; this will enhance transparency and predictability, and encourage compatible design
- In partnership with other city departments, staff is investigating the development of an "incentives clearinghouse." This would enable citizens to be able to find all building-related incentives in one location.
- The Old Town Historic District Design Standards, to be completed in 2014, will include a comprehensive discussion on recent innovations in materials and technology to enhance energy sustainability while still retaining historic

character. It is expected that this document will also serve as a template for properties outside of the District, and will be made available on-line and as a handout. View the draft document at:

<http://www.fcgov.com/historicpreservation/otrd-design-standards-and-guidelines.php>

- Better utilize existing financial incentives to encourage appropriate energy retrofits of older building stock.
- Using interns, develop podcasts and walking and biking tours, neighborhood histories and brochures.
- Investigate reinstatement of the Old House Workshops and Preservation Mixers
- Add information to Utility mailing on historic preservation processes and regulations
- Add links to pattern books to demonstrate compatible development
- Development of a brochure on the historic review process, available on-line and as a handout
- Post determinations of eligibility on-line
- Highlight the role that the property's existing context, plays in determining eligibility. Setting is one of the seven NPS-defined criteria for evaluating integrity. Revise application submittal requirements to include the provision for photographs, drawings and other documents to demonstrate the setting of the area surrounding a property being evaluated for landmark eligibility.
- Increase the length of standing for determinations of eligibility and effect from the current one year to five years. Currently, a decision on a property's eligibility is good for one year.
- Improve awareness and predictability through interactive GIS maps. GIS staff is currently developing searchable maps that identify the locations of all individually designated properties and all historic districts. These maps will offer search capabilities enabling a citizen to select any parcel and identify the location of designated properties within a chosen distance. Eligibility determinations will also be uploaded to these maps.
- Publish existing and future historic property surveys and information on the historic preservation website, and link these to the interactive GIS mapping system. The web page will further contain information and links to resources that will promote the public's understanding of the guidelines for treatment of historic properties and the flexibility that may be available in design review.