



Agenda Item Report

Meeting Type: Historic Landmarks Preservation Commission

Meeting Date: August 26, 2026

Item Title: Consider and take action regarding the proposed draft of the historic preservation section of the draft zoning code update

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The commission had a second review at its July meeting of the initial presentation by Vandewalle and Associates regarding proposed changes to the historic preservation section of the zoning code.

The proposed draft noted the following changes:

- Move Historic Landmarks Preservation Commission (HLPC) composition, powers, and duties to Chapter 2 of the municipal code to align with the other City boards, committees, and commissions not created or overseen by State Statute.
- Add formal Downtown Design Standards for the proposed Downtown Mixed Use zoning district.
 - The Plan Commission stated that it is interested in having HLPC recommendations for downtown design reviews as an agenda item at Plan Commission meetings. Plan Commission would be the final approval authority.
- HLPC would make recommendations to the Council to formally designate local landmarks, sites, and properties. Appeals are planned for the Board of Review.

The proposed draft would keep the following:

- Historic Preservation Overlay for formally designated local landmarks, sites, and structures.
- HLPC would be the primary body to receive and initially review local historic designation applications.
- HLPC would be the final approval authority for Certificates of Appropriateness needed to alter formally designated local landmarks, sites, and structures.

It has been discussed by HLPC, and at staff level with Vandewall and Associates, about the proposed draft impacting the City's Certified Local Government (CLG) status.

There is two more Plan Commission meetings to submit questions, concerns, and / or make a formal recommendation before the Plan Commission considers adopting the draft zoning code rewrite.

List all Supporting Documentation Attached:

Action Requested of the Historic Landmarks Preservation Commission (HLPC):

Motion to recommend either using the existing code, the proposed draft code, or modification of the proposed draft code to Plan Commission for consideration.

Strategic Plan Objective: