



Agenda Report

Agenda of:	December 17, 2025
Department:	Community Development Department
Subject:	Updating the Historic Design Guidelines

Background

The City's historic design guidelines serve as an important reference for property owners, applicants, and the Historic Landmark Commission when reviewing proposed work within historic districts or on landmark properties. Over time, these guidelines have become outdated and may no longer reflect current best practices, architectural understanding, or community goals.

The Commission has expressed interest in discussing a comprehensive update to the design guidelines, including the possibility of holding a workshop with staff to identify needed revisions and areas for improvement.

Updating the design guidelines would be a significant effort requiring Historic Preservation Officer (HPO) time, potential consultant assistance, and ultimately City Council approval. Funding would also need to be identified as part of this process.

Discussion

Discussion topics may include:

- Areas of the design guidelines that are outdated or unclear.
- Whether a workshop format would be beneficial to guide updates.
- The relationship between updated guidelines and other preservation topics, such as noncontributing properties.
- The level of effort, timeline, and resources required for a comprehensive update.

Staff can prepare a preliminary cost estimate and project scope if the Commission wishes to move forward.

Recommendation

No action is requested at this time. Staff recommends:

- Discussion by the Commission.
- Direction on whether staff should prepare a cost estimate and outline next steps for City Council consideration.