



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	June 10, 2024
Department:	Community Services
Agenda Section:	Consent
Public hearing:	Yes
Date of public hearing:	April 18, 2024

PRESENTER/INFORMATION CONTACT

Shannan Campbell, Planning and Economic Development Manager
Joseph Hoffheimer, Planner

ITEM TO BE CONSIDERED

Subject: Historic District Design Standards amendments (staff-initiated):

- Section 1 *Navigating the Historic District Commission Review Process (Historic vs. Non-Historic and Ordinary Maintenance and Repair and Minor Works)*
- Section 4 *Masonry; Windows; Sustainability and Energy Retrofit; Utilities*
- Section 6 *Site Features and Plantings; Fences and Walls; Walkways, Driveways, and Off-Street Parking; Art*
- Appendices *Glossary of Architectural Terms, Ordinary Maintenance and Repair and Minor Works, Historic District Compatibility Matrix*

Attachments:

1. Sections referenced above, as proposed to be amended by the Planning Board and Planning staff
2. Draft consistency statement
3. Draft ordinance

Summary:

The Historic District Commission Standards Subcommittee and planning staff have worked together to make the Historic District Design Standards more user-friendly. Several smaller items will become minor works and/or ordinary maintenance, and the proposed changes also make greater accommodations for sustainability. In addition, some proposed changes such as renumbered sections and additional clarifying language are intended to make the document easier to interpret without making any significant policy changes.

Most of the proposed changes reflect work that repeatedly has been approved by the Historic District Commission as well as other work that the subcommittee and staff find to be appropriate in the district but not properly addressed in the current standards. The HDC and planning staff do not find any of the updates to detract from the special character of the Hillsborough Historic District.

The proposed changes were unanimously approved by the HDC in February 2024. This item went to joint public hearing on April 18, 2024, and no members of the public offered comment.

Comprehensive Sustainability Plan goals:

- Social Systems & Public Space Goal 1:
Build and strengthen social cohesion and sense of community through the support and development of arts and culture, events and entertainment, and preservation initiatives in an equitable and sustainable manner.

- Social Systems & Public Space Strategies:
Develop and adopt policies that contribute to meeting social systems and public space goals. Adopt regulations that contribute toward establishing equitable and sustainable social systems and public spaces.
- Climate & Energy Goal 4:
Strengthen community-based initiatives to support a more sustainable Hillsborough.
- Climate & Energy Strategies:
Adopt regulations that contribute toward establishing the town's clean energy pledge and building a more sustainable future.

Financial impacts:

None.

Joint public hearing:

The public hearing was held on April 18, 2024. No residents spoke at the hearing or submitted written comment.

The approved minutes for the hearing are available online:

<https://mccmeetings.blob.core.usgovcloudapi.net/hillsbronc-pubu/MEET-Minutes-149f3b7cd6f542f3a6bf8dbc6ac55f01.pdf>

Planning Board recommendation:

On May 16, 2024, the Planning Board recommended approval of the proposed revisions (5-0) with a condition that the language under *Ordinary Maintenance and Repair and Minor Works* be changed as follows, per Mayor Bell's suggestion at the public hearing:

*Applicants **shall** consult with staff to verify that the work qualifies for exemption.*

Staff comments and recommendation:

Staff recommends approval of the amendment inclusive of the revision recommended by the Planning Board.

Action requested on this item:

Approve the proposed amendments to the Historic District Design Standards.