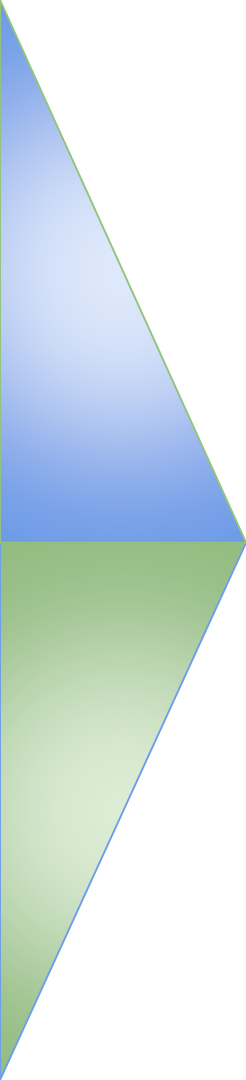




So you are on the Historic Review
Commission....



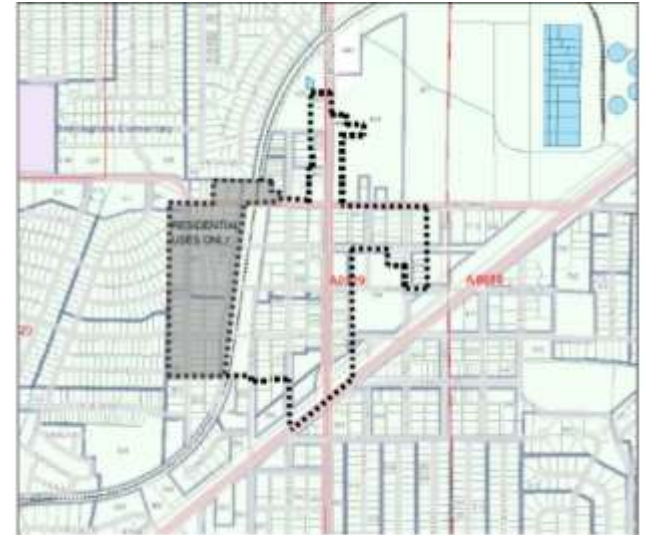
The HRC was created by adoption of Ordinance No. 2013-17, for the purpose of reviewing and recommending an action to the City Council for proposed new construction or substantial renovations within the Downtown Historic District, revisions to the ordinance and to consider long range goals or historic landmarks.

Generally responsible for:

- New Construction
- Substantial Renovations
- Ordinance and Regulation Amendments
- Recommend designation of historic landmarks

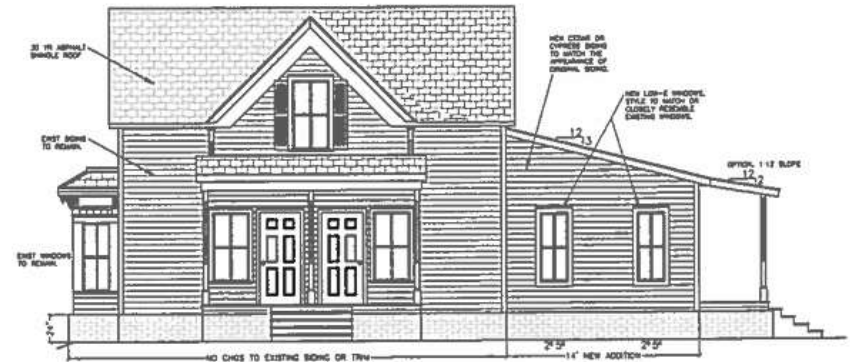
New Construction

- Governed by Section 6.3 of the Zoning Ordinance
 - Residential Structures
 - Commercial Structures
- HRC makes a recommendation to Council



Substantial Renovations

- Alterations to the exterior of existing buildings that change the placement or design of windows, doors or other exterior features of the building
- An increase in the floor area of the building greater than 10%
- Adding new exterior building materials that do not match the existing materials



Ordinance and Regulation Amendments

- Generally initiated by staff or City Council
- Covers Zoning Ordinance
- HRC makes recommendation to City Council

Recommend designation of Historic Landmarks

- Establish criteria to be used in determining whether certain buildings, land, areas, and districts should be designated as heritage resources.
- Subject to guidance from Chapter 211, Section 211.0165 of the Texas Local Government Code
- HRC makes a recommendation to City Council

HRC operates by an adopted Rules and Procedures.

- Written by HRC
- Approved by City Council September 2013

General meeting format

- Chairman calls meeting
- Citizen comments on non-agenda items
- Consent items (minutes)
- Regular agenda items
- Executive session, as needed
- Worksessions, as needed
- Adjournment

General item format

- Chairman introduction
- Staff report
- Applicant remarks and citizen comments
- Commission discussion
- Motion (approve, approve with conditions, disapprove, or continue)

Other considerations

- Packet delivery
- Attendance
- Quorums / Open meetings
- Pre-meeting questions
- Open records
- Conflict of Interest

Planning Staff



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