



Historic Resources Board

Staff Report (ID # 14691)

Report Type: City Official Reports **Meeting Date:** 8/25/2022

Summary Title: Historic Resources Inventory Update

Title: Update Regarding Historic Resources Inventory Update

From: Jonathan Lait

Recommendation

Staff recommends the Historic Resources Board (HRB) review and comment as appropriate.

Background

No action is required by the HRB for this item. This is to provide an update on the Historic Resources Inventory (HRI) Update project.

The City is finalizing a consultant contract and preparing to begin work. The scope of consultant work includes:

- a historical resources reconnaissance Survey Update,
- facilitating the designation of properties to the Historic Inventory,
- participating in community meetings and other outreach, and
- attending public hearings.

The tasks in the scope of work for staff and a second consultant are:

- preparing the content for notices to property owners and homeowners within 300 feet, to the local newspaper about the HRB hearings, and promoting two community meetings.
- directly contacting the property owner of every property that is found eligible for listing in the HRI upon completion of the survey; this assumes 30 minutes for 130 single-family homeowners.
- preparing up to eight staff reports, one for each HRB or City Council hearing; each report is assumed to undergo up to three rounds of review by City staff.

As the consultant contract process nears completion, staff has introduced staff and consultants to each other.

Staff anticipates returning to the HRB in September to provide another update and estimated timeline for the project.