



**To:** Historic Preservation Commission Members

**From:** David Fencl, Senior Planner

**Meeting Date:** January 11, 2023

**Subject:** Washington Street Local Historic District Designation Report

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**PURPOSE:**

A local historic district designation report for Washington Street has been prepared for the Washington Street Historic Preservation Society by Heather Fearnbach of Fearnbach History Services, Inc. for consideration by the Historic Preservation Commission (HPC) prior to forwarding the designation report to the State Historic Preservation Office (SHPO) for their review.

**STAFF ANALYSIS:**

Preparation of the Local Historic District Designation Report is a requirement in the process to designate Washington Street a Local Historic Overlay District. On April 8, 2021, the HPC unanimously recommended proceeding with the local designation process after receiving a petition submitted by the Washington Street Historic Preservation Society. The Planning and Development Department held a community meeting on December 8, 2021 to discuss the proposed Washington Street Local Historic District with property owners and other interested persons.

If the HPC recommends forwarding the designation report to the SHPO, staff will forward the report to the SHPO, which has 30 days to make an analysis of and recommendation concerning the proposed local district. Following receipt of the of the SHPO's comments concerning the proposed district, the HPC will receive a summary of the SHPO's comments and the following steps are proposed:

- Community Meeting is organized to discuss proposed Washington Street Local Historic District prior to initiating zoning map amendment process for proposed local historic district.
- The HPC makes a formal recommendation on the proposed local historic district following the Community Meeting.
- City Council initiates zoning map amendment process for Washington Street Local Historic Overlay District.

- The Planning and Zoning Commission (P&Z) shall review the application and make a recommendation on the proposed Washington Street Local Historic Overlay District that is forwarded to City Council for their consideration.
- The City Council shall review and make a decision whether to approve the proposed Washington Street Local Historic District.
- If the proposed Washington Street Local Historic Overlay District is approved by City Council, revisions to the City's Historic District Design Standards will be required, including a special character essay for the new district and additional design standards that address commercial buildings.

**RECOMMENDATION / ACTION REQUESTED:**

Staff recommends the Historic Preservation Commission recommend forwarding the Washington Street Local Historic District Designation Report to the State Historic Preservation Office (SHPO) for their review.

**Attachments:** Washington Street Local Historic District Designation Report  
Washington Street Local Historic District Designation Process