



CITY OF SAINT PAUL
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MEMORANDUM

TO: Heritage Preservation Commissioners
FROM: George Gause, Heritage Preservation Supervisor
RE: February 25, 2019 HPC meeting – HPC Listening Session Actions

Fall of 2018 Heritage Preservation staff and Heritage Preservation Commissioners have had a series of listening sessions in all the historic districts. We have had approximately 12% of residents (90% property owners and 10% renters/tenants) in the districts attend and fill out surveys, comment boards and speak to Commissioners and staff directly. The themes of cost, delays, guidelines and education from the sessions and possible actions were discussed at the annual HPC retreat on February 7, 2019. Actions proposed for addition to the 2019 Work Plan:

1. *Find ways to add clarity or simplify the guidelines.* [C, D, G, E]
2. *Explore a pre-approved materials expectations list to set expectations early.* [C, D, G]
3. *Find ways to clarify and set time expectations publicly.* [C, D, E]
4. *Changing submittal requirements requiring construction documents.* [C, D]
5. *Creating standards for submittals with enough detail for review.* [C, D]
6. *Change submittal requirements to mirror what is required for building permits.* [C, D]
7. *Develop worksheets for some required documentation.* [C, D]
8. *Develop a list of case studies and timelines for applications.* [E]
9. *Find new ways to engage residents (Preservation fair, revamp awards, newsletter, table at events).* [E]
10. *Draft a letter to the residents of the locally designated historic districts describing solutions and thanking them for their patience and support.* [E]

[Action is proposed to address: C-Cost, D-Delay/Process, G-Guidelines, E-Education]

This is not a complete list of possible actions, but it is a list that we can begin to start on. Several of the items are starters such as #9 Engagement which it is anticipated that several items will develop. The Commission has already begun a year-long examination and discussion of the guidelines (Legislative Code Chapter 74).

Suggested Motion

I move to add the ten actions to the 2019 HPC Work Plan as per the presented testimony, submitted documentation and information provided in the staff report.