

Legislation Text

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Subject:

Discussion on process for building the Littleton Legacy properties

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BACKGROUND:

The Littleton Legacy List is a program established by HPB at its December 16, 2019 meeting to identify significant historic structures in the city for future historic preservation and planning efforts. The program's purpose is set forth in HPB Resolution 05-2019, included in this communication as Attachment 1.

The next step is to establish a process to build the list. Board Member List Houde has offered to help establish the program and head up the committee. The following is the staff suggestion for moving forward. Staff is asking for discussion and direction from HPB to establish the process.

First Steps:

1. Break down the project into smaller projects that can be completed in 3 months (more or less)
2. Prioritize the projects
3. Put a committee together for each small project. When the project is complete, the committee would be dissolved
4. Committees would follow one another so that there is only one committee at a time.
5. Each committee would consist of 2 HPB members and one staff member
6. Evaluate the program from time to time
7. Continue until the project is done

First Committee:

1. Complete #1 and #2, above, and present the plan to HPB
2. Work through the Commercial Modernism Survey and prepare a recommendation to HPB on properties that meet the criteria for the list.
3. HPB evaluation of the recommendation and vote
4. Update the list

Committees thereafter:

1. Evaluate a geographic area, or type of structure, such as schools or churches, to determine properties that need an updated survey, or to be surveyed for the first time
2. Complete the surveys
3. Make recommendations to HPB on which, if any, properties, should be added to the list
4. Update the list
5. Forward completed surveys to the State Preservation Office to be entered into their database

Training on Completing Surveys:

The training offered by the state can occur during the course of the first committee's work.