

ITEM #: 27
DATE: 01-23-24
DEPT: P&H

COUNCIL ACTION FORM

**SUBJECT: **APPROVAL OF HISTORIC PRESERVATION COMMISSION 2023
ACCOMPLISHMENTS AND 2024 WORK PLAN****

BACKGROUND:

Under the Certified Local Government (CLG) Agreement with the State Historic Preservation Office (SHPO), local governments and their Historic Preservation Commissions (HPCs) are responsible for submitting an annual report documenting the City's and Commission's preservation work during the previous calendar year. The report documents that the City has met the requirements of the CLG program and is in good standing. The report also includes a Work Plan for 2024.

SHPO requires that an HPC representative provide details of the HPC's 2023 accomplishments and the Work Plan for 2024 to the City Council, followed by the Mayor acknowledging completion of this requirement.

The Ames Historic Preservation Commission (HPC) met on December 11, 2023, and January 8, 2024, to develop and approve the 2024 Work Plan, based upon the Ames Comprehensive Historic Preservation Plan Goals and Objectives (updated in 2021). The HPC also documented its accomplishments for 2023.

Attachment A is the portion of the CLG Report that addresses the accomplishments, successes, and challenges of the previous calendar year (2023).

With City Council's approval of the CLG report, the work plan will also be approved for the upcoming year. Attachment B includes the proposed 2024 Work Plan. It does not include any specific requests for funding beyond the annual \$2,000 appropriation for awards, outreach, and education.

The 2024 Work Plan includes the same initiatives presented in 2023, with a few modifications:

- Continue review of Chapter 31. HPC has sent a letter to City Council requesting prioritization with the Planning Division Work Plan the review of 31.10 (Certificate of Appropriateness) with staff's assistance. City Council most recently received an updated request letter with their January 9 communications. Although HPC desires to specifically work on revising 31.10 (Certificates of Appropriateness), they also wish to continue discussing sections of Chapter 31, other than 31.10 for their 2024 Work Plan, as included herein.
- Follow-up on the Chautauqua Park – Ridgewood NRHP Nomination. HPC will help support the public engagement neighborhood meeting on the draft nomination if the project is grant-funded;
- Continue the Annual Historic Preservation Awards Program;
- Reach out to Old Town Historic District property owners with educational materials on preserving and improving historic properties;

- Collaborate with the Ames History Museum and Ames Chamber of Commerce to host a community “history” event during Historic Preservation Month (May); and
- Participate in the City’s Climate Action Plan by providing comments on the role of Historic Preservation actions to support energy savings and renewal as part of the City’s Climate Action Plan. This action is in support of any programs initiated by City Council during the next year.

ALTERNATIVES:

1. Approve the 2023 accomplishments of the Historic Preservation Commission (HPC) and the Work Plan for 2024 as described in the 2023 Certified Local Government Report and direct the Mayor to acknowledge presentation of the report and authorize the report to be submitted to the State.
2. Refer the 2023 CLG Report back to the Historic Preservation Commission (HPC) and/or staff for revisions.

CITY MANAGER'S RECOMMENDED ACTION:

The HPC has documented its accomplishments for 2023 and has developed a 2024 Work Plan that represents its priorities for the current calendar year. The Work Plan focuses on resources utilized by the HPC. Although HPC desires to specifically work on revising 31.10 (Certificates of Appropriateness) as indicated in their request to City Council for inclusion in the Planning Department’s work plan for 2024, they also wish to continue discussing sections of Chapter 31, other than 31.10 for their 2024 Work Plan, as included herein. Discussing Chapter 31 has been on the HPC work plan for several years, without requiring the allocation of additional City resources. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1.

ATTACHMENT(S):

[Attachment_A - 2023_CLG_Annual_Report.pdf](#)

[Attachment B - 2024 Work Plan.pdf](#)