QUESTION 2:
Should the committee structure of the Raleigh Historic Development Commission be revisited?
WHAT WE HEARD

☐ Committee composition
  ▪ Maintain committee composition
  ▪ Increase number of COA committee members
Background: Membership

☐ Composition
  ■ 12 members

☐ 5 Standing Committees
  ■ Certificate of Appropriateness (COA) – 5 members, 2 alternates - Quorum 3 members
  ■ Community Awareness – 4 members
  ■ Executive – 7 members (officers and committee chairs)
  ■ Nominations – 3 members
  ■ Research - 3 members
Recommendation to commission

- Support current committee structure
- Consider revising *Bylaws and Rules of Procedure* to require a 3-affirmative vote for any quasi-judicial vote.
OTHER ISSUES IDENTIFIED IN PROCESS
Commission composition

- Professional diversity
  - Fewer architects
  - Require experience in design and specific expertise
- Increase number of commissioners
- Neighborhood input of candidates
- Multiple district and landmark representation
- Transparency in commissioner selection process
BACKGROUND: PROFESSIONAL DIVERSITY

☐ Raleigh Unified Development Ordinance
   A majority of the members shall have demonstrated special interest, experience or education in history, architecture, archaeology or related fields.

☐ North Carolina General Statutes 160A-400.7
   A majority of the members of such a commission shall have demonstrated special interest, experience, or education in history, architecture, archaeology, or related fields.

☐ Certified Local Government Requirements
   Establish an adequate and qualified historic preservation review commission, providing resumes of members of the commission.
How to guarantee diversity?

- Volunteer commission
- Working commission
- 2-year terms, maximum of 3 consecutive terms
- Role of commission in appointments
BACKGROUND:
COMMISSION NUMBERS

1961
Historic Properties Commission
First Sites Commission in N.C.

1973
Historic Properties — District Commission
State Government Reorganization

1975
Historic Properties Commission
Designation of Raleigh Historic Districts

1980 - May
Historic Properties Commission

1980 - September
Historic Properties Commission

Historic Districts Commission
Sites Research
COA
Plaques
Publicity & Publication
Building & Grounds
Special Committees
Special Committees
Commission's Recommendation

2011
Historic Districts Commission

Historic Development Commission
Executive
Research
COA
Community Awareness
Nominations
Commission Rebranding

Identify  Preserve  Protect  Promote
Recommendation to commission

- Support current UDO requirements for membership
- Mail post card to all property owners and residents in historic overlay districts and landmarks annually noticing upcoming vacancies and soliciting resumes

Recommendation to community

- Forward resumes of interested candidates to commission or directly to City Council
Commission Support

- Increase financial support of historic preservation program funding
- Legal counsel at COA committee meetings
- Additional historic preservation planning program staff
Recommendation to commission

- Thoughtfully consider annual budget request to City

Internal steps

- Forward staff and attorney requests to appropriate city staff
Commissioner training

- Commission well-trained
- Ensure that training is provided to commissioners
Certified Local Government Requirements

Annual COA Committee Training
- City Staff
- Presentations
- Mock-Hearings
- Best Practices Literature
- Conferences (National Alliance of Preservation Commissions, Preservation North Carolina)

Trainings and Speakers
- UNC School of Government
- National Alliance of Preservation Commissions (NAPC) Commission Assistance and Mentoring Program (CAMP) Training
- North Carolina State Historic Preservation Office Certified Local Government Trainings
Recommendation to commission

- Continue to support commission in its training goals.
COA Meeting Improvements

- Commissioners need microphones
- Publish staff comments prior to meeting
- Brief presentation of each case
BACKGROUND: COA MEETING IMPROVEMENTS

- Audio Visual
  Room 305 (informal) vs. City Council Chambers (formal)

- Presentation of Case
  May increase length of meetings; may focus committee discussion

- Publication of Staff Comments
  Increased days between application and approval; increased length of meetings; City Attorney disapproves
REQUEST FOR FEEDBACK FROM PARTICIPANTS

- Is the community
  - Willing to give up the informality of the current meetings in Room 305 for the increased audio support of the more formal City Council Chambers?
  - Supportive of Raleigh Television Network recording and publishing meetings?
  - Willing to wait additional days between application and receipt of major work COA in order to accommodate the publishing of staff comments online?
STAFF RECOMMENDATION

☐ Evaluate feedback on the potential relocation of meeting; consider relocating meeting in Council Chambers.

☐ Direct staff to prepare a brief staff overview of the major issues of each case, to be test-driven at a COA meeting.
Community Training
REQUEST FOR FEEDBACK FROM PARTICIPANTS

- If the commission reinvigorates its Community Conversations, what are the topics you’d like to see covered?
- Would you prefer an evening presentation or a half-day workshop?
Recommendation to commission

- Consider reinvigorating the Community Conversations series based on feedback.
WHAT WE HEARD

- Building Permit Issuance
  - Review city regulations that allowed a building to be constructed during appeal period.

- Internal steps
  - Forward this issue to appropriate city staff.
QUESTION 3:
How can new residents be made aware that they live in a Raleigh Historic District and what that means for them?
WHAT WE HEARD:
OUTREACH

- **Educate**
  - Provide periodic training for new residents of HODs to educate them regarding guidelines, announced with mailers
  - Community liaisons between RHDC and districts
  - Improve website
  - Organize neighborhood groups that can inform/use CACs/ Encourage community to set up good neighbors program
  - Publish a list of addresses that are in historic district
  - HOD Mailings
    - Annually to HOD property owners/ residents, a stock brochure with FAQs of what it means to live in HOD
    - To new residents/owners in HODs: Neighborhood welcome packet with copy of *Design Guidelines*
STAFF RECOMMENDATION

☐ Update current brochure with FAQs on what it means to live in a HOD

☐ Explore technological methods for new resident/owner mailings

☐ Consider periodic commissioner attendance at neighborhood association meetings or CAC meetings
WHAT WE HEARD:
REALTORS

RHDC Outreach to Realtors

- Provide training for realtors, designers, developers
- Annual letter to realtors with *Design Guidelines included*
- Link on MLS listings to RHDC website
- Encourage realtors to notify buyers that they are purchasing property within a local historic district
Explore the opportunity to develop a continuing education course for realtors on historic preservation
Wake County Jurisdiction

- Recording historic overlay district zoning on deed
- Including HOD zoning information in Wake County database
WHAT WE HEARD: OTHER’S RESPONSIBILITY

North Carolina Association of Realtors

- Stipulate that real estate signage illustrate that a property is located in an HOD
- Encourage realtors to notify buyers that they are in historic district
- Checkbox for historic overlay district zoning in MLS listing
- Understanding who is responsible to enforce the legal requirement that sellers must notify buyers that a property is in a historic overlay district and what that means
- Understanding who has the authority to add into property sales paperwork an acknowledgement that property is located in historic district