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**HEARING DATE: JANUARY 13, 2016**

TO: CHESAPEAKE PLANNING COMMISSIONERS

FROM: ALEXIS BAKER, SENIOR PLANNER *ARB*

THROUGH: JALEH M. SHEA, AICP, PLANNING DIRECTOR *JMS*

DATE: JANUARY 5, 2016

RE: **TA-Z-15-07**

An Ordinance amending Appendix "A" of the City Code, entitled "Zoning", Article 12, Sections 12-704, 12-706, 12-708, 12-712, and 12-722; thereof, and the South Norfolk Historic and Cultural Preservation Overlay District ("HC District") Design Guidelines to amend the requirements for the issuance of general certificates of appropriateness; to revise guidelines governing the administration of the HC District; to amend requirements for the issuance of certificates of appropriateness for new construction, additions, renovations, alterations, repair, demolition, and relocation of buildings, structures, landmarks, or features within the HC District; to provide for appeals of decisions of the board of Historic and Architectural Review; and to amend the HC District Ordinance and HC District design guidelines consistent with the above.

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**TEXT AMENDMENT DESCRIPTION:**

The Historic Preservation Commission was tasked by City Council to make recommendations to the Planning Commission and City Council for amending the procedural and architectural guidelines of the Board of Historic and Architectural Review as it pertains to the South Norfolk Historic and Cultural Preservation Overlay District (HC District). Specifically, these tasks are as follows:

- 1) To determine whether the criteria for issuance of general certificates of appropriateness contained in the Guidelines should be expanded, clarified, or otherwise amended;
- 2) To determine whether the standards for new constructions, additions and substantial renovations of structures in the HC District should be expanded, clarified, or otherwise amended; and

- 3) To determine whether other aspects of the administration of procedural and architectural guidelines and standards in the HC District should be amended in order to adequately and effectively promote the interests of historic and cultural preservation, quality of life, and preservation of property rights and values in the HC District.

### **BACKGROUND:**

The proposed amendment was initiated by City Council who adopted a resolution on October 27, 2015, requesting the Planning Commission to consider and make recommendations concerning the proposed amendment.

Due to the complexity of the initiating resolution, the resolution will be addressed with two proposed amendments: TA-Z-15-07 and TA-Z-15-08. This text amendment will make recommendations for amendments to the process and procedures for general and Board of Historic and Architectural Review Certificates of Appropriateness (COA's) within the South Norfolk Historic and Cultural Preservation District. TA-Z-15-08 will involve a comprehensive study of the current South Norfolk Historic and Cultural Preservation Overlay District and guidelines.

### **STAFF ANALYSIS:**

The Chesapeake Historic Preservation Commission and staff have developed a reasonable schedule to conduct the review of current procedures and processes. However, additional time is needed to complete the review, draft recommendations and provide an opportunity for stakeholder comments.

### **STAFF RECOMMENDATION:**

Staff recommends that **TA-Z-15-07** be **CONTINUED** to the **March 9, 2016** Public Hearing.

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