

Historic Preservation Commission Work Plan/Goals

2017-2018

Approved: December 13, 2017

Background & Rationale

The Cary Historic Preservation Commission is entering its fourth year of operation. Previous years' goals enabled the commission to achieve a successful start, build a solid foundation and advance the commission's work in the community. The 2018 goals are intended to continue to advance the commission's mission:

The Cary Historic Preservation Commission works to preserve the historical, cultural and architectural heritage of our Town for future generations.

The Historic Preservation Commission 2018 goals should be:

- achievable;
- consistent with a commission in its fourth year of operation; and
- valuable to the community.

Based on this approach, the following goals are proposed. The commission will review progress toward these goals during the year.

Proposed Goals

The goals are divided into categories to facilitate discussion and deliberation.

Operational Goals

All members shall:

- Receive training for the conduct of Town of Cary meetings, including public meeting, public records and related requirements and guidelines
- Receive training for conducting quasi-judicial hearings
- Be familiar with all statutes, laws, ordinances and rules of procedure relating to historic designations
- Be familiar with the Town of Cary Inventory of Historical Resources

Procedural Goals

The commission shall:

- Consider any Historic Landmark designation recommendations that may come before it in a timely, thorough and impartial manner
- Consider any Historic District designation recommendations that may come before it in a timely, thorough and impartial manner
- Consider any Certificate of Appropriateness requests that may come before it in a timely, thorough and impartial manner
- As a Certified Local Government commission, provide any recommendations about National Register properties, as required, to the NC State Historic Preservation Office.
- Identify and classify, from the Town of Cary Inventory of Historical Resources, potential future Historic Landmarks, based on the HPC's adopted landmark criteria; contact the property owners; provide education to owners interested in pursuing landmark status; and recommend at least 2 properties to the Cary Town Council for local historic landmark status.
- Take initial actions to create one local historic district, including initiating studies, determining potential district boundaries, engaging property owners and the public in historic district conversations, contacting property owners and providing education to owners interested in pursuing a local historic district.

- Work with staff and town council to advance the implementation actions and recommendations of the *Cary Historic Preservation Master Plan* that is incorporated in the *Imagine Cary Community Plan*, including pursuing a grants and/or revolving fund program for landmark properties.
- Engage in outreach and educational activities in the community to promote awareness of historic preservation and the historic preservation commission, especially leveraging other Town of Cary public relations opportunities and National Preservation Month; create educational materials such as a booklet, walking tour, mobile app, signage and/or historic markers.

Excellence Goals

The commission shall:

- Comply with all relevant statutes, laws, ordinances, and rules of procedure
- Conduct all business in an open, positive, collaborative manner
- Maintain open communication with the Cary Town Council, Cary Town Staff, related historic preservation organizations and the community
- Maintain our State Historic Preservation Office “Certified Local Government” designation for local historic preservation commissions (obtained in 2017).
- Participate in educational activities that support continuing our Certified Local Government status.