

TYLER 21 HISTORIC PRESERVATION ACTION PLAN

GOAL	WHAT	HOW	WHO	CITY STAFF ASSIGNED	TARGET TIMELINE	POTENTIAL RESOURCES	STATUS
<i>Maintain the integrity and character of Tyler's historic neighborhoods.</i>	Allow for the creation of neighborhood conservation districts to protect neighborhood character in existing historic and other distinctive residential areas.	Draft and adopt an enabling ordinance that includes a 2/3 property owner requirement to request an NCD study and a 75% property-owner assent before creation of an NCD.	Mayor and City Council; Historic Preservation Board; Staff designated by City Manager	Planning & Zoning Director	2007-2008	Current staff time	City Council adopted enabling legislation as part of the UDC in April 2008.
		Identify groups of properties within the city that may qualify as neighborhood conservation districts.	Historic Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director	2008-2011	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	The North Bois D'arc community has been earmarked as a potential NCD. Other neighborhoods have shown interest as well.
	Consider reducing the property-owner consent requirement for a local historic district.	Amend the landmarks ordinance to require less than 100% consent.	Mayor and City Council; Historic Preservation Board	Planning & Zoning Director	2007-2008	Current staff time	Historic District Overlay approved in November 2008, 75% owner consent required and must be located in one of the six National Historic Districts .
	Initiate a local historic district.	Encourage the creation of a local historic district that is smaller than the National Register historic districts and includes properties that have clear and documented historic significance.	Historic Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director	2008-2011	Current staff time; partnerships with others organizations	Created an owners' petition to accompany the application for Historic Overlay District. An application for an initial district is pending.
	Give the Historic Preservation Board greater direct responsibility for reviewing proposed changes to historic landmarks and districts.	Amend the historic preservation ordinance to give the Historical Preservation Board the authority to issue Certificates of Appropriateness for local historic landmarks and districts.	Mayor and City Council	Planning & Zoning Director	2007-2008	Current staff time	The Historic Preservation Board has asked Planning Director and Legal to pursue returning some authority to Board.
		Develop design guidelines - based on the Secretary of the Interior's Standards - that specifically address property features/qualities that are important to Tyler's history and character.	Mayor and City Council; Historic Preservation Board; Staff designated by City Manager	Planning & Zoning Director	2008-2011	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	Design guidelines approved for Historic Overlay Districts are the Secretary of Interior Standards for Rehabilitation.

		Amend the landmark ordinance to place a six-month COA time limit for work to proceed before the COA expires and a two-year limit for completion of work.	Mayor and City Council; Historic Preservation Board	Planning & Zoning Director	2007-2008	Current staff time	Ability currently provided to impose a time limit per Sec 10-792.d.1.e and under Sec 10-794.d, as it pertains to tax abatements and completion of COA.
	Ensure that the Historical Preservation Board membership meets the requirements of the City's historic preservation ordinance.	Ensure that the Board includes the spectrum of expertise to qualify to perform design review of historic property and neighborhood features.	Mayor and City Council	Planning & Zoning Director	2007 and ongoing	Current staff time	Currently the Board has an attorney, an architect and preservationist.
	Continue to maintain Tyler's existing brick streets and create a plan to uncover and repair brick streets that have been paved over.	Create a maintenance plan for brick streets.	Staff designated by City Manager	Planning & Zoning Director	2007 and ongoing	Current staff time	The Brick Streets Committee is now included under the auspices of Historic Preservation Board, and the board has started working more closely with this Committee and staff.
	Hire staff with historic preservation training.	Hire a full-time historic preservation officer.	Staff designated by City Manager	Planning & Zoning Director	2007 and ongoing	New staff resources; general funding	Historic Preservation Officer was hired in Nov. 2006.
	Work with Historic Tyler, Inc. to provide guidance publications for property owners.	Jointly create a series of documents that will provide guidance for owners of historic properties.	Historic Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director	2011-2015	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	Historic Preservation Officer attends Historic Tyler, Inc monthly board meetings
<i>Identify additional properties and groups of properties important to Tyler's history for designation and protection.</i>	Seek consultant assistance and grants to identify and document residential and commercial properties - and historic infrastructure - throughout the city for potential local landmark designation.	Update the 1995-1999 historic resources survey and rank properties for priority preservation.	Historical Preservation Board; Staff designated by City Manager	Planning & Zoning Director	2011-2013	Current staff time; consulting services; general funding	On going meetings are occurring with Main Street and Historic Tyler, Inc to secure a Preserve America Community designation, once obtained apply for grant to update historic resource survey.
<i>Ensure that City review of development includes historic preservation review when necessary.</i>	Create an efficient system in which the Historical Preservation Board is notified by the City departments and boards when there are projects affecting properties at least 50 years old so potential impacts to historic properties can be reviewed.	Allow the Historical Preservation Board to comment on projects/actions that will affect properties that are at least 50 years old, even if these properties are not local landmarks or contributing properties in a National Register historic district.	Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	Current staff time	The Board is notified of all zoning, rezoning, variance and special use permit cases that are submitted to the P & Z for properties located within the six National Districts.

<i>Enhance the preservation knowledge of all City staff and Historical Preservation Board members.</i>	Provide opportunities for staff and for Historical Preservation Board members to attend preservation workshops and events.	Provide annual funding to send all Historical Preservation Board members and their staff support to at least one educational event in Texas.	Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	General funding	Ongoing;staff has attended state and national conferences for the last two years, the Historic Preservation Chairman attended the NAPC conference in 2008- these conferences are funded partly by annual grant from THC.
		Collaborate with Historic Tyler, Inc. to hold an annual local historic preservation conference/workshop in Tyler and seek to host a local historic preservation conference or workshop at one of Tyler's historic buildings.	Historic Preservation Board; Historic Tyler; Staff designated by City Manager	Main Street Director and Planning & Zoning Director	2012 and ongoing	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	Texas Downtown Revitalization Conference will be held here in November 2009, main conference will be held at the historic Marvin Methodist Church in downtown.
	Seek education on preservation of commercial properties and infrastructure.	Work with Tyler's Main Street program, the Heart of Tyler, the Texas Historical Commission, and other sources of preservation information to better understand the cultural and economic value of the preservation of non-residential properties.	Historic Preservation Board; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	Inclusive of many efforts herein but pending.
<i>Promote and display diverse aspects of Tyler's history to enhance resident and visitor awareness of its importance.</i>	Collaborate with Historic Tyler, Inc. and other groups to develop thematic heritage trails.	Commission a study of potential historic trails in Tyler.	Historic Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director and Redevelopment Specialist	2012	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	"Reflections" historic trail in the North End currently being pursued with various partners.
	Collaborate with Historic Tyler, Inc. to organize public events that celebrate Tyler's history and historic neighborhoods.	Work with Historic Tyler, Inc. to offer public events that highlight Tyler's historical role as a regional center and its many historic neighborhoods.	Historic Preservation Board; Historic Tyler; Staff designated by City Manager	Planning & Zoning Director	2009 and ongoing	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	Half Mile of History launched in 2008 and now promoting more activities during Preservation Week in May 2009

<i>Enhance public awareness of the economic benefits of historic preservation in Tyler.</i>	Expand the local landmarks program by contacting owners of key historic properties annually with information about the benefits of local landmark designation.	Contact the property owners of "high" and "medium priority" properties on an annual basis to urge them to protect their properties by entering them in the local landmarks program (or even to work together to create a local historic district).	Historic Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	Current staff time; partnerships with others organizations	No action to date.
		Provide materials that outline the local tax benefits that are available to landmarked properties, along with a brief description of the designation process, and information on how the City can help property owners with the designation process.	Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	Current staff time	Annual letter, every May, is sent to the Tyler landmark property owners informing them of the Certificate of Appropriateness requirements and the available tax abatement.
		Post these materials on the Department of Planning and Zoning's webpage for viewing and downloading.	Staff designated by City Manager	Planning & Zoning Director	2008 and ongoing	Current staff time	Information on both tax abatements and local landmarks are on local city website; at City library there is a binder, on the Tyler history shelf, complete with all city historic information.
		Provide contact information (phone number and e-mail address) for the staff person who advises the HPB in all materials, on the City's website and in phone directories.	Staff designated by City Manager	Planning & Zoning Director	2007 and ongoing	Current staff time	Director of Planning contact information is on the website.
	Continue to offer and publicize historic preservation tax incentives.	Continue the 50% exemption (50% of the property's assessed value) to encourage owners to keep their properties in the local landmarks program and maintain them.	Mayor and City Council	Planning & Zoning Director	2007 and ongoing	Current staff time	Continues to remain in place.
		Continue the 100% tax abatement for up to five years for improvements to properties in the local landmarks program.	Mayor and City Council	Planning & Zoning Director	2007 and ongoing	Current staff time	Continues to remain in place.

		Publicize the availability of federal tax incentives and grants from the Texas Historical Commission for historic rehabilitation projects.	Historical Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by the City Manager	Main Street Director	2008 and ongoing	Current staff time; partnerships with others organizations	No action to date.
	Quantify the existing and potential economic benefits of historic preservation.	Create public education materials that include discussions of economic benefits.	Historical Preservation Board; Historic Tyler; Heart of Tyler Main Street; Staff designated by the City Manager	Planning & Zoning Director and Main Street Director	2011	Current staff time; partnerships with others organizations	No action to date. Will request assistance from Historic Tyler, Inc.
		Measure the existing and potential economic benefits to the city in terms of tax base, increased tourism, and increased resident and tourist expenditures in the event of new historic designations and preservation activities. This information should be widely distributed through brochures, HPB, Historic Tyler, and Heart of Tyler information materials, and online materials.	City of Tyler, Tyler Area Convention and Visitors Bureau	Planning & Zoning Director and Main Street Director	2011 and ongoing	Current staff time; possible consulting services; possible general funding; partnerships with other organizations	No action to date. Assistance will be sought from Convention & Visitors Bureau.