

From Northfield's LDC



8.5.7 Heritage Preservation Site Designation

(A) Applicability

- (1) The city may, from time to time, determine that certain places, buildings, structures, properties, or district areas or properties within the community are of significance in American history, architecture, archeology, engineering, landscaping, and culture and those locations should be subject to additional review as it relates to this LDC.
- (2) An application for heritage preservation site designation may be initiated by the property owner, heritage preservation commission, planning commission, or city council.

(B) Approval Procedure

Heritage preservation site designation shall be subject to the Type 4 review procedure (See Section 8.4.7, Type 4 Review Procedure (Planning Commission or Heritage Preservation Commission Recommendation and City Council Decision)) as modified herein.

(1) Reports

The city council may direct the city planner or other city staff to prepare studies which catalog buildings, land, areas, districts, or other objects to be considered for designation as a heritage preservation site prior to review as established in Section 8.4.7, Type 4 Review Procedure (Planning Commission or Heritage Preservation Commission Recommendation and City Council Decision).

(2) Review and Recommendation by the Heritage Preservation Commission and Planning Commission

- (a) The heritage preservation commission shall review the application for designation in accordance with the Type 4 review procedure as established in Section 8.4.7, Type 4 Review Procedure (Planning Commission or Heritage Preservation Commission Recommendation and City Council Decision)) and shall make a recommendation to the city council.
- (b) In addition to the approval criteria as established in Section 8.5.7(C), the heritage preservation commission may also refer to the applicable Secretary of the Interior standards, and current procedure as recommended by the state historic preservation office when determining if a site should qualify as a heritage preservation site.
- (c) After the heritage preservation commission has made a recommendation, the planning commission shall review the application for designation in accordance with the Type 4 review procedure as established in Section 8.4.7, Type 4 Review Procedure (Planning Commission or Heritage Preservation Commission Recommendation and City Council Decision) and shall make a recommendation to the city council.

(3) Communication with State Historical Society

- (a) Prior to designating a proposed heritage preservation site, the heritage preservation commission shall forward information concerning the proposed designation to the state historical society for comment within 60 days.
- (b) The recommendation of the heritage preservation commission and decision of city council shall be sent to the state historical society in accordance with applicable state statutes.

(4) Review and Decision by the City Council

- (a) The city council shall review and make a decision on a heritage preservation site application in accordance with Section 8.4.7, Type 4 Review Procedure (Planning Commission or Heritage Preservation Commission Recommendation and City Council Decision).
- (b) Prior to making a decision, the city council may request a review and recommendation by the planning commission for the designation's conformance with the comprehensive plan.
- (c) The city council shall adopt findings in support of any decision to designate a heritage preservation site.
- (d) The decision of the city council shall be made in the form of an ordinance.

(C) Approval Criteria

All of the following criteria shall be considered in the review of heritage preservation site designation applications:

- (1) That the quality of significance in American history, architecture, archeology, engineering, and culture is present in districts, sites, buildings, structures, landscaping, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association; or
- (2) That are associated with events that have made a significant contribution to the broad patterns of our history; or
- (3) That are associated with the lives of persons significant in our past; or
- (4) That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- (5) That have yielded, or may be likely to yield, information important in prehistory or history; or
- (6) That have a unique location or singular physical characteristics representing established and familiar aspects of a view, vista, site, area or district in the city.