

Steps in the Process

Estimated Time Frame

- 1. Neighborhood meetings and consensus building**
Neighborhood begins process of submitting an application for local historic designation and holds 3 public meetings for neighbors to express their concern or support for the designation of their neighborhood. **1-2 months**
- 2. Neighborhood submits application to City:**
Neighborhood submits application to the Bloomington Historic Preservation Commission (“BHPC”) – includes neighborhood history and basis for designation, proposed district boundaries map, and neighborhood petition of support for designation. **1 month**
- 4. Application presented to Bloomington Historic Preservation Commission**
The BHPC chooses to support the application of designation and requests a staff report be drafted with finalized boundaries. Letters are mailed to all property owners in the proposed district to inform them of the application being received by the BHPC and to notify them of a public hearing held by the BHPC prior to the Commission voting to send the application onto City Council for review. **2 weeks (bi-monthly mtgs)**
- 5. Application presented to Bloomington Historic Preservation Commission**
The BHPC approves the proposed district boundaries and application for the new district and votes to send the application onto City Council for review. **2 weeks (bi-monthly mtgs)**
- 6. City Council 1st Reading of Local Historic District Designation Application.** **1-3 months (depending on agenda)**
- 7. City Council BHPC Staff presentation with the history and significance of the proposed district.** **1-3 months (depending on agenda)**
- 8. City Council BHPC Staff second presentation & Final Vote**
Including the history and significance of the proposed district and final vote. **3-6 months**
- 9. Ad Hoc Committee is formed**
Includes designated representatives from the neighborhood who will serve as the committee to finalize new district design guidelines, one City Council member, and one BHPC Commissioner. **3-6 months**
- 10. Design guidelines are finalized and implemented by the neighborhood.**