

## **HISTORIC PRESERVATION COMMISSION INFORMATION SHEET**

**Authority:**

Lakewood Municipal Code 17.11.2  
Ordinance O-2012-24  
Ordinance O-2016-7  
Resolution 2013-42

**Number of Members:**

Seven members appointed by the Lakewood City Council (two of which must be Lakewood residents) (three of which must be professionals in a preservation-related discipline).

**Term:**

Four years. Terms expire on March 31<sup>st</sup>.

**Requirements:**

- Each member must have a demonstrated interest in, competence with, or knowledge of, historic preservation.
- At least three members must be professionals in a preservation-related discipline such as:
  - Architecture
  - Landscape Architecture
  - History
  - American Studies
  - American Civilization
  - Cultural Geography
  - Cultural Anthropology
  - Urban Planning
- The remaining members shall be composed of professional and lay members and shall be selected, as much as possible, from related disciplines such as building trades, real estate, geography, law, or reside within a designated historic district.
- At least two members shall be Lakewood residents.

**Duties:**

The Historic Preservation Commission conducts public hearings on applications for landmark designation and makes recommendations to the City Council. The Historic Preservation Commission also conducts alteration certificate review and applications for the relocation of designated structures. The recommendations made by the Historic Preservation Commission are based on the criteria outlined in Title 17, Article 11 of the Lakewood Municipal Code.

The Historic Preservation Commission is responsible for drafting by-laws, operating policies and other rules of procedure, preparing an annual report to City Council and attending yearly educational sessions, as well as other duties as identified in the Lakewood Municipal Code 17.11.2.5.

**Public Meetings:**

The Historic Preservation Commission meetings are held when the commission has an item for consideration, with a minimum of four meetings per year.

**Staff Contact:**

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