

# Proposed Verdugo Woodlands Historic District Designation Process (as of July 2024)

**Historic District Application**

**Planning Department Review and Recommendation**

**Community Forum and HPC Hearing**  
 Review and discussion of district application and historic districts in general. HPC may authorize staff to move forward with process. Notice sent to owners/resident in proposed area and within 500-foot radius.

**RFP/Bidder Recommendation by Staff**

**City Council Authorization of Funding and Contract**

**Planning Department/Consultant Completes Draft Historic Resources Survey**

**Historic Preservation Commission Review and Recommendation of Survey and Community Forum**  
 Notice and information sent to all owners and residents within proposed district





**Petition**  
 Proponents circulate petition requesting a historic district overlay zone (requires 50+% homeowner support w/in 6 months to proceed – may begin before public meeting)

**Planning Commission Review and Final Recommendation**

**City Council Final Determination**

**Optional Petition**  
 Council or HPC may require circulation of a petition to show amount of support in the neighborhood.

**Optional Hearing**  
 HPC may require another hearing if the draft survey needs substantial changes that require more review.

-  Administrative
-  Public Input
-  HPC/CC discretion
-  Current Step