

**VILLAGE OF SHOREWOOD
REQUEST EXECUTION OF NEW VILLAGE INITIATIVE**

Summary: This form is used for departments, citizen committees and officials to propose new significant initiatives such as service changes, programs, studies, capital items and other requests to be considered for the annual vision planning and prioritization process. The goal of this form is to help staff, residents and officials identify the resources, steps and time involved in executing an initiative. It allows a formalized process for the Village to recognize proposed initiatives and request the Village Board to consider an initiative before investing more resources. Complete the following information and hand in to the Village Manager for the request to be considered.

Name: Trustee Michael Maher

Date: 6/11/19

Department / Committee: Planning and Development Dept./Historical Society

Initiative: Research and consider Historic Preservation Ordinance

Description and Goal: Include a short summary of the initiative and the goal/desired outcome.

Many of the buildings in the Village of Shorewood are nearly 100 years old. In order to maintain and preserve Shorewood's unique historic structures for the next 100 years, the Village should research and consider a Historic Preservation ordinance.

Time Sensitivity: Identify any time constraints or deadlines associated with the initiative.

Time is of the essence since potential historic structures could be demolished or substantially altered before an ordinance is adopted.

Estimated Staff Time Needed to Execute: Include estimated hours and staff/persons involved.

Planning and development staff time would be needed to coordinate the research and facilitate the public participation and input process. The Shorewood Historical Society and other interested residents could probably provide substantial assistance in the needed research.

Estimated Costs: Materials, contractual services, equipment, etc. Indicate annual vs. one-time.

Staff time: 80 hours (rough estimate)
Mailings and posters: \$600 (estimate)

Implementation Steps for Execution: Include approvals, collaboration with other groups, etc.

Planning Commission review and consideration of any needed zoning code changes.
Design Review Committee input on any possible needed architectural guidelines.
Village Board of any proposed changes.