

# Memorandum

**REPORT TO:** Sustainability Board

**FROM:** Natalie Meyer, Sustainability Program Manager

**SUBJECT:** Community Engagement Event for the Neighborhood Conservation Overlay District (NCOD) Design Guidelines Update

**MEETING DATE:** April 8, 2026

**AGENDA ITEM TYPE:** Citizen Advisory Board/Commission

**RECOMMENDATION:** Community Engagement Event for the Neighborhood Conservation Overlay District (NCOD) Design Guidelines Update

**STRATEGIC PLAN:** 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

**BACKGROUND:** The City of Bozeman is updating the way it reviews and regulates the design of buildings in the Neighborhood Conservation Overlay District (NCOD). This update was one of several recommendations included in the Historic Preservation Policy & Local Landmark Project Phase 1 Report, which the Bozeman City Commission adopted in May 2025 after significant community engagement and public input on the project. The update will include an overhaul of the existing design guidelines to align with current best practices in historic preservation, respond to community goals and values, and support the ongoing Local Landmark Project.

Community engagement will be a key component of the process, with many opportunities for community members to provide input and help shape the future of Bozeman’s historic neighborhoods. To kick off the project, all are invited to a **Community Open House on April 13 from 6 p.m. to 8 p.m. at The Bozeman Events Space in the North Ballroom (14 S Tracy)**. The evening will begin with a short presentation from the project team, but the community is invited to stop by at any point during the event to participate in interactive activities, including mapping exercises and discussion boards focused on what’s working well and what could be improved.

The NCOD has been in place since 1991 and contains over 4,000 properties and nine National Register Historic Districts located in and around Bozeman's historic downtown core. The NCOD was created to stimulate the restoration and rehabilitation of structures while also inviting new construction that enhances the character and function of the area. The

design guidelines, titled “Bozeman Guidelines for Historic Preservation and the Neighborhood Conservation Overlay District (NCOD),” were originally adopted in 2006 and had a minor update in 2015.

For more information on the NCOD Design Guidelines Update, or to sign up to receive updates, visit the project website at <https://engage.bozeman.net/ncodupdate>.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the Board.

**FISCAL EFFECTS:** None.

Report compiled on: April 2, 2026