

Memorandum

REPORT TO: Bozeman Downtown Business Improvement District Board

FROM: Rebecca Harbage, Deputy Director of Community Development
Erin George, Director of Community Development

SUBJECT: Discussion of the Neighborhood Conservation Overlay District Design Guidelines Update Project

MEETING DATE: April 15, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Receive information and participate in a facilitated discussion

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 Neighborhood Conservation Overlay District (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 City recently kicked off a project to update the design guidelines that apply to all exterior modifications in the NCOD. The current guidelines (*[Bozeman Guidelines for Historic Preservation and the Neighborhood Conservation Overlay District](#)*) were adopted in 2006 and had a minor update in 2015.

The purpose of this project is to ensure that NCOD design standards reflect current best practices in historic preservation, respond to community goals and priorities, guide new construction and infill, and are clear, accessible, and easy to use. Learn more about the project on the City's website at <https://engage.bozeman.net/ncodupdate>

Community input is an essential part of the update project. It's important that the project team hear from stakeholders, including business owners in the NCOD, about their experiences working with the current design guidelines - what's working well and what can be improved? As part of their first visit to Bozeman, the project consultants, the Lakota Group, are hosting a series of listening sessions with key stakeholder groups. They will attend the Downtown BID Board meeting to share an update on the project and facilitate a discussion with board members. Discussion will be guided by input from board members, but topics relevant to the project may include

the benefits or challenges of operating a business in the historic downtown, the elements that give downtown its unique character, what goes into occupying, maintaining, or restoring a downtown business space, and any experience with the City's Certificate of Appropriateness (COA) process.

UNRESOLVED ISSUES: None

ALTERNATIVES: None

FISCAL EFFECTS: Funding for this project was included in the FY25-26 biennial budget.

Report compiled on: April 6, 2026