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Memorandum

REPORT TO: Bozeman Historic Preservation Advisory Board

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

SUBJECT: Work Session on Phase II of the Local Landmark Project

MEETING DATE: May 20, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Receive information from project team, hear public comment, and provide direction.

STRATEGIC PLAN: 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

BACKGROUND: The City of Bozeman is updating its Historic Preservation Program. In 2023, after a competitive procurement process, the City selected Community Planning Collaborative (CPC) to assist with the project. The Local Landmark Project was divided into two phases. Phase I consisted of research, community engagement, and data analysis culminating in a final report outlining recommendations. The Phase I report was reviewed and discussed by HPAB and the Community Development Board before being adopted by City Commission in May 2025. The full report may be viewed online through the Local Landmark Project page on Engage Bozeman .

The project is now in Phase II, which focuses on implementing the recommendations described on pages 36-51 of the Phase I report, which are included in the agenda packet for reference during the discussion. The recommendations include:

- Revisions to historic preservation related sections of Bozeman Municipal Code (BMC)
- Updates to the Neighborhood Conservation Overlay District (NCOD) Design Guidelines
- Creation of a Local Landmark Program

Due to the breadth and scope of the recommendations, Phase II was divided into two separate but interrelated projects, each with its own qualified consultant team serving as a resource to the City. CPC continues to work toward updating code sections and developing a Local Landmark Program. Separately, the City selected The Lakota Group to support updates to the NCOD Design Guidelines due to their specific expertise in historic architecture and urban design.

The two projects have been moving forward in parallel but there is significant overlap between them and it makes sense to periodically check in to ensure we are on the right track in sequencing the project work. Tonight's presentation will recap work completed to date and staff will outline several sequencing options for HPAB to consider for moving both projects forward. The intent of the discussion is to share a status update and get direction from HPAB and the public to guide next steps on the projects.

CPC will be online to address any questions that may come up during discussion related to the Local Landmark Project.

UNRESOLVED ISSUES: None

ALTERNATIVES: None

FISCAL EFFECTS: Funding for these projects was included in the FY25-26 biennial budget.

Attachments:
Bozeman Local Landmark Report_Pages 36-51.pdf

Report compiled on: May 12, 2026