

Memorandum

REPORT TO: Bozeman Historic Preservation Advisory Board

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

SUBJECT: Public Engagement Summary and Preview of Layout for Updated Design Standards for the Neighborhood Conservation Overlay District (NCOD)

MEETING DATE: July 15, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Receive information and provide direction to the project team.

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 [Bozeman Guidelines for Historic Preservation and the Neighborhood Conservation Overlay District \(NCOD\)](#) were originally adopted in 2006 and had a minor update in 2015. Late last year, the City began a comprehensive update of the design guidelines document to reflect current best practices in historic preservation, respond to community goals and values, and support the ongoing Local Landmark Project. Thus far, the first phase of the project has focused on research, data collection, and gathering community input through various engagement opportunities including public comment, an open house, neighborhood walking tours, listening sessions, a neighborhood focus group, and an online survey.

In this work session, the Historic Preservation Advisory Board (HPAB) will receive an update from the project team. The presentation will include a summary of findings from public engagement efforts and how that input is shaping the direction of this project. The Lakota Group is drafting an engagement memorandum that will provide a full compilation of feedback to-date. That document will be shared with HPAB and the public later this month, but survey data and a summary of open-ended responses are available for review now in the Documents on the [Engage Bozeman project page](#).

We will also share and discuss a few preliminary draft documents and seek feedback from HPAB on the layout and general approach before continuing to develop and refine the new design standards. Several documents are included in the packet for this agenda item, including:

1. Bozeman NCOD Design Standards SUMMARY – This document provides an overview of the proposed contents of the updated design standards and a brief description of what each section is intended to include. It also describes potential tiers that would guide how the standards are applied to different areas within the NCOD. We will discuss this approach in more detail at the meeting. We are interested in hearing feedback on the tiered approach.
2. Bozeman NCOD Design Standards OUTLINE – This is the full proposed outline of the design standards document. The intent of sharing this draft is to provide HPAB with an idea of the breadth of information that may be included in each section.
3. Bozeman NCOD Design Standards RESIDENTIAL WINDOWS – This is one small example of how the standards may be laid out in the document. We are providing this example to give HPAB a sense of the level of detail that is currently proposed. The matrix would accompany text and provide an at-a-glance overview of which items are required and which are recommendations in each tier. We are interested in feedback on this approach.

The project team received preliminary feedback on these items from the Neighborhood Focus Group formed for this project at their meeting on July 9, 2026. Alongside all community engagement to date, the HPAB discussion and public comment received in this work session will help refine draft documents and guide next steps.

UNRESOLVED ISSUES: None

ALTERNATIVES: None

FISCAL EFFECTS: Funding for this project was included in the FY27-28 biennial budget.

Attachments:

[Bozeman NCOD Design Standards SUMMARY 2026-07-02.pdf](#)

[Bozeman NCOD Design Standards OUTLINE 2026-06-30.pdf](#)

[Bozeman NCOD Design Standards RESIDENTIAL WINDOWS 2026-06-30.pdf](#)

[July 2026 - HPAB Presentation - Engagement Summary.pdf](#)

Report compiled on: July 9, 2026